

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on April 21, 2016 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order President Cushing called the meeting to order at 7:00 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Livorsi, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rathsack; Assistant Director for Financial Services, Erik Brown; Superintendent of Planning, Paul Fyle; Superintendent of Parks, Kevin Rozell; Supervisor of Marketing and Creative Development, Ian Everett; Forester, Mike Stelter; IT Technician, Matt Slocum; Golf Course Superintendent, Jeff Pozen; Recreation Center General Manager, Rich Zizek; Clerk, Pam Rank

ABSENT: None

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Pledge of Allegiance: The Pledge of Allegiance was recited

Changes to the Agenda: None

Visitors: None

Written Correspondence: None

Presentation: The Green Committee presented the Board with a Proclamation for Green Business Practices from the Environmental Concerns Commission.

Commissioner Cushing asked that the award be posted on the Website along with the Park Districts green initiatives.

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CONSENT AGENDA:

Executive Director Bill McAdam listed the items on the Consent Agenda as follows:

- Approval of Minutes – March 17, 2016 Regular Meeting; April 7, 2016 Workshop and Executive Session Meetings
- Treasurer’s Report
- Payment of Bills in the amount of \$960,219.84
- Approval of Downers Grove Park District Safety Manual
- Disposal of Districts Assets – Ordinance #1249
- Approval of Nationwide Plan Restatement

Commissioner Mahoney made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$960,219.84. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Cushing, Gelwicks and Salaba
 Nays: None
 Absent: None

ACTION ITEMS:

Commissioner Mahoney made a motion to grant authority for the Executive Director to enter into the above mentioned agreement with Be Café for the use of the Recreation Center Kitchen for the period of one year with annual options for two additional years. Commissioner Gelwicks seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Gelwicks, Cushing, Livorsi and Salaba
 Nays: None
 Absent: None

BOARD BUSINESS

President Comments – Commissioner Cushing welcomed spring and said that the Parks are looking great and the fields are heavily used.

Commissioner Comments – None

STAFF AND COMMITTEE REPORTS

Executive Director Report

Executive Director McAdam congratulated Athletics & Outdoor Facilities Manager, Mike O’Shea who will be leaving the Park District to become the Director of Parks and Recreation for the city of Dyer, Indiana. He will be missed. The Executive Director informed the Board that the Leadership Team is meeting weekly to plan their strategy.

Recreation Report

Director Kelly reported that both the Golf Course and the Mini-Golf Course are in full swing; the 1892 Club has 221 members so far.

Commissioner Gelwicks asked why the expenditures at the Golf Course are not more in line with the revenues for the month of March. Director Kelly will look into the matter.

Marketing Report

Supervisor of Marketing and Creative Development, Ian Everett reported that in addition to his report, he is working on a project with parks and planning which is a map of McCollum Park showing trails and facilities. He also reminded everyone that Arbor Day is next week.

Planning Report

Superintendent of Planning, Paul Fyle reported that staff has selected a contractor to install the additional 90 feet of boardwalk at Lyman Woods. The contractor will begin work as soon as weather permits. The districtwide sealcoating projects will begin in the next few weeks as soon as temperatures reach the desired levels to allow proper curing of the sealcoating material. The Ebersold Park parking lot replacement is out to bid. Bids will be opened on April 27th and results will be presented to the Board at the May 19th meeting.

Parks Report

Superintendent of Parks, Kevin Rozell informed the Board that parks staff has been busy opening facilities, preparing athletic fields and completing work order projects.

Forester, Mike Stelter gave a brief presentation of the results of the tree audit that was recently completed.

District Services Report

Assistant Director for District Services, Sara Rathack asked the Board if they had any questions regarding her report.

Commissioner Gelwicks asked about the severity risk levels of the District’s network.

IT Technician, Matt Slocum gave examples of what constituted some severities; severity level 5 may mean a hole in the firewall, whereas severity level 1 is simply informational.

SEASPAR

Executive Director McAdam reported that at the meeting this week, the budget was discussed. It appears that again there will be no increase on the Park District’s levy.

PLAN COMMISSION

Commissioner Livorsi said that there was nothing to report.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RECOGNITION OF VISITORS

Rebecca Letourneaux, 4025 Seeley, Downers Grove, IL 60515; she is the president of Roadrunners and is once again requesting more lighted fields as their program keeps getting larger.

Commissioner Cushing said that staff would look into this matter and see what can be done.

Commissioner Cushing announced that the next Park District Board Meeting will be held April 25, 2016 at Lincoln Center

ADJOURN TO EXECUTIVE SESSION

The meeting was adjourned to executive session at 7:51 p.m. following a motion made by Commissioner Livorsi and seconded by Commissioner Mahoney.

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RECONVENE

The Board reconvened in public session at 9:55 p.m.

1903 MAPLE AVENUE

The Board rejected the bid for 1903 Maple Avenue, in the amount of \$475,000 following a motion made by Commissioner Mahoney and seconded by Commissioner Gelwicks.

Roll Call: Ayes: Commissioners Mahoney, Gelwicks, Cushing, Livorsi and Salaba
 Nays: None
 Absent: None

FINAL ADJOURNMENT

The meeting was adjourned at 10:00 p.m. following a motion made by Commissioner Livorsi and seconded by Commissioner Gelwicks.

Roll Call: Ayes: Commissioners Livorsi, Gelwicks, Cushing, Mahoney and Salaba
 Nays: None
 Absent: None

Respectfully submitted,

Tom Salaba,
Secretary

DOWNERS GROVE PARK DISTRICT

April 21, 2016

7:00 P.M.

Village Council Chambers

AGENDA

1. CONVENING THE MEETING
 - 1.1 Call to Order
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Changes to the Agenda

2. COMMUNICATIONS
 - 2.1 Recognition of Visitors
 - 2.2 Written Correspondence
 - 2.3 Presentation to the Board – Proclamation for Green Business Practices from the Environmental Concerns Commission

3. CONSENT AGENDA
 - 3.1 Approval of Minutes – March 17th, 2016 Regular Meeting; April 7th, 2016 Workshop and Executive Session Meetings
 - 3.2 Treasurer’s Report
 - 3.3 Payment of Bills – In the amount of \$960,219.84
 - 3.4 Approval of Downers Grove Park District Safety Manual
 - 3.5 Disposal of District Assets – Ordinance #1249
 - 3.6 Approval of Nationwide Plan Restatement

4. ACTION ITEMS
 - 4.1 Recreation Center Kitchen – Catering Vendor 2016

5. BOARD BUSINESS
 - 5.1 President Comments
 - 5.2 Commissioner Comments

6. STAFF AND COMMITTEE REPORTS
 - 6.1 Executive Director
 - 6.2 Recreation
 - 6.3 Marketing
 - 6.4 Planning
 - 6.5 Parks
 - 6.6 District Services
 - 6.7 SEASPAR
 - 6.8 Plan Commission

7. UNFINISHED BUSINESS
8. NEW BUSINESS
9. RECOGNITION OF VISITORS

THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD APRIL 25th, 2016 AT THE LINCOLN CENTER

10. ADJOURN TO EXECUTIVE SESSION
 - 10.1 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired, pursuant to 5ILCS 120/2(c)(5) of the Open Meetings Act
 - 10.2 The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act
11. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)

A motion to either accept or reject the sale bid for Park Property at 1903 Maple Avenue
12. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Tom Salaba, DO HEREBY CERTIFY THAT I am the Secretary in and for the Downers Grove Park District, DuPage County, Illinois; that the foregoing is a true and correct copy of the Minutes from the April 21st, 2016 Regular Meeting of the Board of Park Commissioners. Said Minutes were duly passed by the Board of Park Commissioners of the Downers Grove Park District at a regular meeting on the 19th day of May, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 19th DAY OF May, 2016



Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District