

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on May 19, 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 Operations and Development, Geoff Penman; 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; Lincoln Center Manager, Michelle Pusateri; Recreation Supervisor Matt Netrefa; 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

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CONSENT AGENDA:

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

- Approval of Minutes – April 21, 2016 Regular and Executive Session Meetings; May 5, 2016 Park Tour and Executive Session Meetings
- Treasurer’s Report
- Payment of Bills in the amount of \$987,606.34
- Appoint Paul Fyle as ADA Coordinator; Appoint Bill McAdam and Debbie Bender as FOIA Officers; Appoint Bill McAdam and Sara Rathsack as Open Meetings Act Representatives

Commissioner Mahoney made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$987,606.34. Commissioner Livorsi seconded the motion.

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

ACTION ITEMS:

A short presentation was given by a representative from Lauterbach & Amen.

Commissioner Mahoney made a motion to accept the Fiscal Year Ending December 31, 2015 Audit and Management Letter. Commissioner Gelwicks seconded the motion.

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

Commissioner Mahoney made a motion authorize the Village of Downers Grove to proceed with awarding a contract to the lowest qualified bidder for the Ebersold Park – Alternate Bid, for an amount not to exceed \$152,460.65 include authorizing the Executive Director to approve change orders totaling up to 5% of the contract value for any unforeseen conditions that may be encountered during construction. Commissioner Livorsi seconded the motion.

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

A short presentation was given by a representative from The Barton Marketing Group.

Commissioner Gelwicks made a motion, while waiting for the revised contract, to Authorize Phase I (Research and Development) of the Barton Marketing Group Advertising and Sponsorship Services, proposed in the original contract, in an amount not to exceed \$1,500 per month. Commissioner Mahoney seconded the motion.

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

Commissioner Gelwicks made a motion to authorize the Executive Director and Attorney to execute all necessary documents to sell 1903 Maple Avenue, Downers Grove, IL to Rally Homes, LLC in the amount of \$525,000. Commissioner Mahoney seconded the motion.

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

BOARD BUSINESS

President Comments – None

Commissioner Comments – None

STAFF AND COMMITTEE REPORTS

Executive Director Report

Nothing to report

Recreation Report

Director Kelly pointed out the success of the birthday party numbers showing the increases from 2014, 2015 and 2016.

Commissioner Salaba inquired if the members of the 1892 Club are taking advantage of the other opportunities at the clubhouse beyond green fees.

Director Kelly will look into this.

Marketing Report

Supervisor of Marketing and Creative Development, Ian Everett reported that there are 600 members signed up for the 1892 Club. He also reported that a drone fly over of the Golf Course is posted on the website.

Planning Report

Superintendent of Planning, Paul Fyle reported that the 1st Congregational Church will be doing some paving work that will be ongoing during the Concert Series. The Park District will be working closely with them to post proper signage for patrons.

Parks Report

Director of Operations and Development, Geoff Penman informed the Board that the resurfacing of the Lincoln Center roof has been completed. Also, Green Business decals have been posted at all Park District facilities.

Finance Report

Assistant Director for Financial Services, Erik Brown reported that the Park District has a healthy investment balance.

SEASPAR

Executive Director McAdam reported that SEASPAR hosted a golf fund raiser at the Golf Course. A Believe and Achieve awards night took place at which Geoff Penman and Mike Stelter were recognized for their cooperation with the EAGLES.

PLAN COMMISSION

Commissioner Livorsi said that there was nothing to report.

UNFINISHED BUSINESS

Michelle Pusateri and Matt Netrefa gave a short presentation on The Link – Before and After School Program. They discussed the Operating Details of this Program. Several more presentations will take place at future Board meetings.

NEW BUSINESS

None

RECOGNITION OF VISITORS

None

Commissioner Cushing announced that the next Board meeting will take place June 16, 2016 at the Village Council Chambers.

ADJOURN TO EXECUTIVE SESSION

The meeting was adjourned to executive session at 9:39 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

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

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FINAL ADJOURNMENT

The meeting was adjourned at 10:23 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

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

Respectfully submitted,

Tom Salaba,
Secretary

DOWNERS GROVE PARK DISTRICT

May 19, 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

3. CONSENT AGENDA
 - 3.1 Approval of Minutes – April 21st, 2016 Regular and Executive Session Meetings; May 5th, 2016 Park Tour and Executive Session Meetings
 - 3.2 Treasurer’s Report
 - 3.3 Payment of Bills – In the amount of \$987,606.34
 - 3.4 Appoint Paul Fyle as ADA Coordinator; Appoint Bill McAdam and Debbie Bender as FOIA Officers; Appoint Bill McAdam and Sara Rathsack as Open Meetings Act Representatives

4. ACTION ITEMS
 - 4.1 Request Acceptance of Fiscal Year Ending December 31, 2015 Audit and Management Letter
 - 4.2 Consideration of Bids – Ebersold Park Parking Lot Paving (Village IGA)
 - 4.3 Request Authorization to Bid – Districtwide Asphalt Paving 2016
 - 4.4 Approve Advertising & Sponsorship Services for Barton Marketing Group
 - 4.5 Seeking a Motion to Authorize the Executive Director and Attorney to Execute All Necessary Documents to Sell 1903 Maple Avenue, Downers Grove, IL to Rally Homes, LLC in the Amount of \$525,000

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 Finance
- 6.7 SEASPAR
- 6.8 Plan Commission

- 7. UNFINISHED BUSINESS
 - 7.1 Update on The Link

- 8. NEW BUSINESS

- 9. RECOGNITION OF VISITORS

***THE NEXT REGULAR DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING
WILL BE HELD JUNE 16TH, 2016 AT THE VILLAGE COUNCIL CHAMBERS***

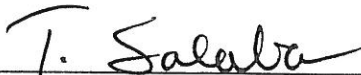
- 10. ADJOURN TO EXECUTIVE SESSION (If needed)
 - 10.1 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired, pursuant to 5ILCS 120/2(c)(5) of the Open Meetings Act
 - 10.2 The appointment, 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)
- 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 May 19th, 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 16th day of June, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 16th DAY OF June, 2016



Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District