

Minutes of a Regular Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on June 16, 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; Director of Operations and Development, Geoff Penman; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rathstack; Superintendent of Planning, Paul Fyle; Lincoln Center Manager, Michelle Pusateri; Recreation Supervisor Matt Netrefa; Clerk, Pam Rank

ABSENT: Executive Director, Bill McAdam; Assistant Director for Financial Services, Erik Brown

\*       \*       \*       \*

Pledge of Allegiance:        The Pledge of Allegiance was recited

Changes to the Agenda:       None

Visitors:                        None

Written Correspondence:    None

Commissioner Cushing read a Proclamation designating July as Parks and Recreation Month

\*       \*       \*       \*

**CONSENT AGENDA:**

Director Kelly listed the items on the Consent Agenda as follows:

- Approval of Minutes – May 19, 2016 Regular and Executive Session Meetings
- Treasurer’s Report
- Payment of Bills in the amount of \$980,142.37
- Consideration of Ordinance #1250 – Illinois Prevailing Wage
- Authorize a One Year Extension Agreement with District employees that are members of Laborers’ Local 681
- Request approval of William G. McAdam, Executive Director’s amendment to employment agreement

Commissioner Mahoney made a motion to approve the Consent Agenda as presented with an update to the May 19<sup>th</sup> meeting minutes re-wording a statement by Commissioner Salaba regarding the 1892 Club, including the payment of bills in the amount of \$980,142.37. Commissioner Livorsi seconded the motion.

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

## **ACTION ITEMS:**

There were no action items.

## **BOARD BUSINESS**

**President Comments** – None

**Commissioner Comments** – None

## **STAFF AND COMMITTEE REPORTS**

### **Recreation Report**

Director Kelly reported that a 70<sup>th</sup> Anniversary Banner will be posted at Fishel Park for the Concert Series. The banner is currently at Lincoln Center as the last concert was moved indoors due to weather.

### **Marketing Report**

Director Kelly reported that a new marketing campaign called Wild Woods Box has been launched to generate media attention for Lyman Woods. More information is available on the website where you can also subscribe.

### **Planning Report**

Superintendent of Planning, Paul Fyle reported that bid packets for the Districtwide Asphalt Paving 2016 are available at the Administrative Office. Bids will be opened on June 28<sup>th</sup> and will be brought to the Board for consideration on July 21<sup>st</sup>. Work for the Lyman Woods Boardwalk extension will be scheduled as soon as conditions allow.

### **Parks Report**

Director of Operations and Development, Geoff Penman informed the Board that several hydrants at MarDuke Farm were replaced; the Eagle Scouts installed bat houses at Walnut Park; drainage was installed at Walnut Park.

Commissioner Salaba inquired if any action or thought had been put into the request by Roadrunners regarding additional lighting. Director Kelly reported that staff has had several discussions with Roadrunners and that it was a work in progress.

### **District Services Report**

Assistant Director for District Services, Sara Rathsack asked for questions regarding her report.

## **SEASPAR**

No report

## **PLAN COMMISSION**

Superintendent of Planning, Paul Fyle reported that the Park District passed along their concerns regarding the condo complex going up on Main Street and Maple Avenue, specifically trying to make a left turn out of Lincoln Center with the probable traffic increase.

The two parcels on Fairmount that back up to Patriot's Park are being asked to be subdivided into three parcels. This move would make the parcels just shy of what is code. Staff will be voicing their concerns to the plan commission.

An 89 unit condo complex is being built at Forest and Gilbert. The builder is asking for a reduction in the Park Donation as there will be a courtyard with some recreational benefits. Staff is currently working on a response.

## **UNFINISHED BUSINESS**

### **The Link**

Michelle Pusateri and Matt Netrefa gave a short presentation on The Link – Before and After School Program. They discussed how the Park District will “make it happen”, including the flexibility to expand beyond the 1<sup>st</sup> floor of Lincoln Center to servicing all District 58 schools to marketing to parent meetings. Ms. Pusateri explained that the enrollment would determine the number of busses, the number of drivers and the number of staff needed. No money would be required to enroll and by May 1<sup>st</sup>, a good estimate or enrollment should be available to determine any schools not being serviced.

Commissioner Gelwicks asked about private schools.

The answer is that the program is open to everyone.

Commissioner Gelwicks asked if any changes to Lincoln Center would be required.

The answer is that any changes would be strictly cosmetic.

Commissioner Cushing asked why no money would be required at the time of enrollment.

The answer was that it is enrollment numbers that are the main concern at this time.

Commissioner Mahoney thought a down payment would be a good idea.

Ms. Pusateri and Mr. Netrefa will look into the possibility of a down payment.

The commissioners were also concerned about busses being able to make a left turn out of Lincoln Center.

Commissioner Gelwicks thought it would be a good idea to give an overview of The Link program to District 58 at an executive level.

The financials of the program will be discussed at the next board meeting on July 21, 2016.

### **ADA Transition Plan Update**

Superintendent of Planning, Paul Fyle presented a summary outlining the goals and objectives of the ADA transition plan including a breakdown of transitions by year. Following Board review, staff will coordinate with SEASPAR and schedule a meeting for public comments on the draft transition plan. After incorporating Board and public feedback, the final Transition Plan will be presented to the Board.

### **Barton Marketing Group Follow-Up**

Director Kelly informed the Board that there are some details that still need to be written into the agreement before a contract can be signed with the Barton Marketing Group. He asked the Board to extend the agreement 30 days for the services of building community partnerships, increased advertising sales and developing sponsorships for the monthly fee of \$1,500.

Commissioner Gelwicks made a motion to approve a 30 day extension to the agreement with Barton Marketing Group for the services of building community partnerships, increased advertising sales and developing sponsorships, for the monthly fee of \$1500.00, to continue the process of Phase I, Research and Development to expire July 31, 2016. Commissioner Mahoney seconded the motion.

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

## **NEW BUSINESS**

### **City Wave Church Donation Acceptance**

The City Wave Church has inquired about the possible donation of new basketball goals, specifically GoalSetter Basketball system, at McCollum Park. Director Kelly informed the Board that this would be strictly a sponsorship donation. There will be no permitting of the courts. City Wave Church is also

requesting that a plaque, similar to our tree/bench program, be placed near the courts.  
Commissioner Livorsi is against this donation as he thinks there may be future demands by the church.  
Commissioner Gelwicks is concerned that the enhancements may bring outside public to McCollum Park, making it hard for residents to get court time.  
Commissioner Mahoney needs a better understanding of what the church expects.  
Director Kelly explained that there is no obligation on the Park District's part and no expectations from the Church associated with the donation. He further explained that the church will be holding fundraisers to pay for this project. Director Kelly asked the Board if he should proceed with discussion. He will provide the sponsorship guidelines to the Board with more information.  
The Commissioners are not in agreement with posting a donation plaque at the site.  
Commissioner Mahoney would like more information to see if this project is even feasible.  
Commissioner Livorsi is against this donation.  
Commissioner Cushing would like to consider the feasibility.  
Commissioner Gelwicks would like to defer to the sponsorship guidelines and then have more discussion.  
Director Kelly will provide more information at the next Board meeting.

#### **RECOGNITION OF VISITORS**

None

*Commissioner Cushing announced that the next Board meeting will take place July 21, 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

#### **FINAL ADJOURNMENT**

The meeting was adjourned at 10:04 p.m. following a motion made by Commissioner Gelwicks and seconded by Commissioner Mahoney.

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

Respectfully submitted,

Tom Salaba,  
Secretary

# DOWNERS GROVE PARK DISTRICT

June 16, 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 Proclamation for July as Park and Recreation Month
  
3. CONSENT AGENDA
  - 3.1 Approval of Minutes – May 19<sup>th</sup>, 2016 Regular and Executive Session Meetings
  - 3.2 Treasurer’s Report
  - 3.3 Payment of Bills – In the amount of \$980,142.37
  - 3.4 Consideration of Ordinance #1250 – Illinois Prevailing Wage
  - 3.5 Authorize a One Year Extension Agreement with District Employees that are Members of Laborers’ Local 681
  - 3.6 Request Approval of William G. McAdam, Executive Director’s Amendment To Employment Agreement
  
4. ACTION ITEMS
  
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
  - 7.1 The Link
  - 7.2 Americans with Disabilities Act Transition Plan Update
  - 7.3 Barton Marketing Group Follow-Up

8. NEW BUSINESS
  - 8.1 City Wave Donation

9. RECOGNITION OF VISITORS

***THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD JULY 21, 2016 AT THE VILLAGE COUNCIL CHAMBERS***

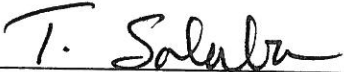
10. ADJOURN TO EXECUTIVE SESSION (If needed)
  - 10.1 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired, pursuant to 5ILCS 120/2(c)(5) of the Open Meetings Act
  - 10.2 The appointment, 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 Meeting 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 June 16<sup>th</sup>, 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 21<sup>st</sup> day of July, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 21<sup>st</sup> DAY OF July, 2016

  
\_\_\_\_\_  
Tom Salaba, Secretary  
Board of Commissioners  
Downers Grove Park District