

ACTION ITEMS:

Commissioner Gelwicks made a motion to authorize the Executive Director to enter into an agreement with Ingstrup Paving, Inc. for the Districtwide Asphalt Paving 2016 project, include the Base Bid and Alternates #1 and #2, for a total contract value of \$78,915.00. Commissioner Mahoney seconded the motion.

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

Commissioner Gelwicks made a motion to allow the Executive Director to enter into a one-year agreement with the Barton Marketing Group for the services of building community partnerships for the purpose of increased advertising sales and developing sponsorships for the annual fee of 18,000 or \$1,500 monthly, along with specified commission and development rates. Commissioner Mahoney seconded the motion.

It was determined that the Grove Foundation should be removed from the list before signing contract.

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

BOARD BUSINESS

President Comments – Parks and fields look great.

Commissioner Comments – Commissioner Salaba agreed.

STAFF AND COMMITTEE REPORTS

Recreation Report

Director Kelly reported that summer camp numbers are way up as is attendance at the Concert Series.

Marketing Report

Superintendent of Marketing and Creative Development, Ian Everett reported that the Fall Guides were delivered last weekend and that registration for fall programs will begin on August 1st.

Planning Report

Superintendent of Planning, Paul Fyle reported that the work on the Ebersold parking lot will begin on August 1; the Lyman Woods boardwalk extension is complete except minor issues that will be complete on Monday; regarding the large apartment complex on Main & Maple, there was discussion at the Village Board meeting regarding the parking issue, but the project was approved; regarding the issue of reduced money for the Park District from the apartment complex on Forest Avenue, the Village will further discuss at their next meeting.

Parks Report

Superintendent of Parks, Kevin Rozell informed the Board that 250 feet of drainage was installed at Walnut Park and that the goals will be back in within two to three weeks.

Commissioner Gelwicks was concerned about the drainage issue as the Park District continues to develop the property.

Kevin informed him that staff will be monitoring the area and that since the drainage has been put in, there has been no issues. Now staff is just waiting for the seed to take hold.

Finance Report

Assistant Director for Financial Services, Erik Brown will be getting a budget planning schedule to the Board but will wait to discuss this until Executive Director, Bill McAdam is at a meeting.

SEASPAR

No report

PLAN COMMISSION

No report

UNFINISHED BUSINESS

The Link

Michelle Pusateri, Matt Ntrefa and Erik Brown gave a short presentation outlining the transportation options for the Board to consider. Three options were presented: Capital Lease, Contracted and Purchase. Though more discussion will be needed, the purchase option was ruled out for the first year of the program. Erik Brown informed the Board that by May, staff should have a good idea of the enrollment numbers and at that time a decision can be made to lease or contract the busses. The Board concurred to move forward with the program development for the LINK program, budgeting the use of contracted busses.

Distinguished Agency Review: Financial Policies

Assistant Director for Financial Services, Erik Brown informed the Board that there were 10 policies in the packet that were either new or updated. After the Board reviews these policies, they will go to legal counsel.

Commissioner Gelwicks thought that these policies should be discussed in a workshop meeting.

Commissioner Mahoney asked what the timeline was for completion of these policies.

Assistant Director for District Services, Sara Rathsack informed the Board that the Distinguished Agency process will begin in 2017.

Commissioner Mahoney also thought that the policies should be discussed in a workshop and that the Executive Director should be present.

Commissioner Salaba is also in agreement that these policies need to be discussed and asked to schedule a workshop.

NEW BUSINESS

W9 Information Collection Policy/Procedure

Assistant Director for Financial Services, Erik Brown informed the Board of an update to the collection of W-9 information. Currently all individuals are required to submit a W-9 form. Due to security concerns regarding social security numbers, staff will track individual information and only require a W-9 if the individual reaches the \$600 threshold set forth by the IRS.

RECOGNITION OF VISITORS

Two representatives from Roadrunners asked the Board for assistance with field scheduling.

Director Kelly informed the Board that the fields were actually scheduled for regular games, the practice schedule is still being worked out because of the absence of Walnut Park due to seeding. He said that lighted fields are the problem and that the Park District is working closely with Roadrunners to resolve the issue. The Board asked to be kept in the loop regarding this issue.

Commissioner Cushing announced that the next Board meeting will take place August 18, 2016 at the Village Council Chambers.

ADJOURN TO EXECUTIVE SESSION

The meeting was adjourned to executive session at 9:55pm following a motion made by Commissioner Gelwicks and seconded by Commissioner Mahoney

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

The Board was informed of a tentative workshop meeting at Downers Grove South High School on September 14, 2016.

FINAL ADJOURNMENT

The meeting was adjourned at 10:14 p.m. following a motion made by Commissioner Gelwicks and seconded by Commissioner Mahoney.

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

Respectfully submitted,

Tom Salaba,
Secretary

DOWNERS GROVE PARK DISTRICT

July 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

3. CONSENT AGENDA
 - 3.1 Approval of Minutes – June 16, 2016 Regular and Executive Session Meetings
 - 3.2 Treasurer’s Report
 - 3.3 Payment of Bills – In the amount of \$1,165,786.60
 - 3.4 Payout #18 – Engineering Resource Associates, Inc. – Lyman Woods Streambank Stabilization, PSA II

4. ACTION ITEMS
 - 4.1 Consideration of Bids – Districtwide Asphalt Paving 2016
 - 4.2 Approval of Barton Marketing / Sponsorship Contract

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 The Link
 - 7.2 Distinguished Agency Review: Financial Policies

- 8. NEW BUSINESS
 - 8.1 W9 Information Collection Policy/Procedure

- 9. RECOGNITION OF VISITORS

THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD AUGUST 18, 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) 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 July 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 18th day of August, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 18th DAY OF August, 2016



Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District