

**Glen Ellyn Park District
Board of Commissioners
Decennial Committee on Local Government Efficiency
(Pursuant to PA 102-1088)
May 7, 2024
185 Spring Avenue
6:30 p.m.**

- I. Call to Order and Roll Call**
- II. Public Participation**
- III. Review of the Efficiencies and Increased Accountability of the Glen Ellyn Park District to Prepare the Report for the County Board of DuPage Counties**
- IV. Survey the Residents in attendance for input on matters discussed in the meeting of the Glen Ellyn Park District Decennial Committee on Government Efficiency**
- V. Next meeting: June 4, 2024, 6:30 p.m.
The meeting will be held at the Spring Avenue Recreation Center, 185 Spring Avenue, Glen Ellyn, IL 60137**
- VI. Adjournment**

Glen Ellyn Park District
Decennial Committee on Local
Government Efficiency Act.



GLEN ELLYN
PARK DISTRICT

Introduction, Purpose, and Schedule

The Act is cited as the "[Decennial Committees on Local Government Efficiency Act.](#)" Park Districts are subject to the Act and must form a committee by June 10, 2023, and form it once every ten years.

The purpose of the committee is to study local efficiencies and report recommendations on efficiencies and increased accountability to County Board.

The committee will meet on the following dates:

- May 7th, 2024, at 6:30 p.m.
- June 4th, 2024, at 6:30 p.m.
- July 16th, 2024, at 6:30 p.m.

Committee Membership

All elected or appointed members of the governing board of the governmental unit.

At least 2 residents of the governmental unit:

- Appointed by the Board President.
- With the advice and consent of the Board. The Executive Director “or other officer” of the Park District.

Committee Chair

- Park Board President, or designee.
- Chairperson may appoint additional members to the committee as he or she deems appropriate.

Compensation/Reimbursement

- Committee members serve without compensation.
- Park District may and should reimburse committee members for expenses incurred in performing duties.
- Park District must provide administrative and other support to Committee.

Outside Assistance

Committee may engage/use the services of “specialists in public administration and governmental management” and any other trained:

- Consultants
- Analysts
- Investigators
- Assistants

Committee may seek assistance from:

- Community colleges
- Universities

Vacancy

- Shall be filled in the same manner as the appointments to the Committee (by Board President with advice and consent of the Park Board).

Committee Duties

Must review and evaluate the Park District's:

- Governing statutes
- Ordinances
- Rules
- Procedures
- Powers
- Jurisdiction
- Shared services
- Intergovernmental agreements
- Interrelationships with other governmental units and the State

Must collect:

- Data
- Research
- Analysis

Committee Meetings

- Committee may meet during a regularly scheduled meeting of the governmental unit as long as:
 - Separate notice is given in conformance with the Open Meetings Act (OMA).
 - The committee meeting is listed as part of the board of the governmental unit's agenda.
 - At least a majority of the members of the committee are present at the committee's meeting.
- Committee meetings must be public.
- Committee must provide an opportunity for any person to be heard at the public meetings for at least 3 minutes.
- Committee may require speakers to register.
- Committee must comply with the OMA.
- Committee is a public body subject to the Freedom of Information Act.
- At the conclusion of each meeting, the committee shall conduct a survey of residents who attended asking for input on the matters discussed at the meeting.

Report and Dissolution of Committee

- Committee must summarize its work and findings within a written Report.
- Report must include recommendations in respect to:
 - Increased accountability
 - Efficiency
- Committee must deliver the Report to the County Board no later than 18 months (11/16/2024) after Committee formation.
- Committee must make the report available to the public.
- After Committee makes the Report available to the public, the Committee is dissolved without further action.
- Remains dissolved until reestablished with newly appointed members under [Section 10 of the Act.](#)



Community Demographics

Population of Service Area: 37,500

District Service Area: 10.3 miles

Age Profile of Tax Jurisdiction:

- Median Age: 38.8
- Persons under 5 years: 6.7%
- Persons under 18 years: 25.8%
- Persons 65 years & over: 19.1%

Racial diversity of the tax jurisdiction:

- White: 82.4%
- Black or African American: 2.7%
- Hispanic or Latino: 5.5%
- Asian: 9.0%

[Source](#)



GLEN ELLYN
PARK DISTRICT

Agency Characteristics

Fiscal Year 24 – 25 Operating Budget	\$12,567,309
Fiscal Year 24 – 25 Capital Budget	\$15,930,184
Full – Time Employees	38
Part – Time / Seasonal Employees	184 (~350)
Parkland Acreage	300 acres, 29 parks



Approval Authority / Policy Body

The Glen Ellyn Park District is an Executive Director - Board of Commissioners form of local government and is its own entity, separate from all other taxing bodies in Glen Ellyn. The Glen Ellyn Park District is governed by a [Board of Commissioners](#), an elected board of seven citizens.

The Board of Commissioners has legislative power including the power to tax, holds title to the Park District's property, and is responsible for all policy-making functions, as well as approval of the budget. The Board appoints and oversees an Executive Director who is responsible for managing the Park District's operations and carrying out the policies and direction set by the Board.

The organizational structure is outlined in the District's [Organizational Chart](#) which is included in the Park District's Municipal Directory, and shows the relationship between the governing body, the Executive Director, and the various Park District departments.

Freedom of Information Act / Open Meetings Act

The Glen Ellyn Park District complies with the requirements of the [Freedom of Information Act](#) (5 ILCS 120, et seq.) to include requirements of [Illinois Public Act 96-0542](#).

The Glen Ellyn Park District must also comply with requirements of the [Open Meetings Act](#). Notice of meetings must be posted at principal office of recreation agency and copies of notice sent to any news medium that has filed an annual request for such notice. Public Act 94-28 requires an agency to post on its website the agendas of any regular meetings as well as a notice of its annual schedule of meetings if the website is maintained by a full-time staff person. In addition, a public body must post the minutes of its regular meetings on its website within seven (7) days of their approval. Such minutes must remain posted for at least sixty (60) days.

Codes, Laws, and Ordinances

- The Glen Ellyn Park District Board of Commissioners has an approved set of [Governing Ordinances](#) which are included in the [District's Municipal Directory](#) and available on its website.
- The Governing Ordinances contains seven chapters:
 1. Designations
 2. Definitions
 3. Police
 4. Violations
 5. Validity
 6. Publication
 7. Repeal of Prior Ordinances
- The Governing Ordinances are published in the Municipal Directory of the Glen Ellyn Park District which is made available for the public at all facilities and on the Park District's website. The Park District also maintains a permanent registry of ordinances, resolutions, and [minutes](#), as these records also contain the law of the District.
- The Board of Commissioners also follows the stipulations set forth in the [Illinois Park District Code](#). Legal Counsel attends meetings, as needed and offers guidance to ensure compliance with the code.

Citizen Advisory Boards and Committees

The Park District utilizes a number of approaches for collecting and communicating citizen input. From surveys to open meetings, citizens are encouraged to bring any concerns or ideas to the attention of the Park District Board of Commissioners and staff. To further the efforts, the Park District has four [resident advisory committees](#) which give staff the ability to work alongside citizens in efforts to best engage the community and shape our programs, facilities and services.

Glen Ellyn Park District Resident Advisory Committees

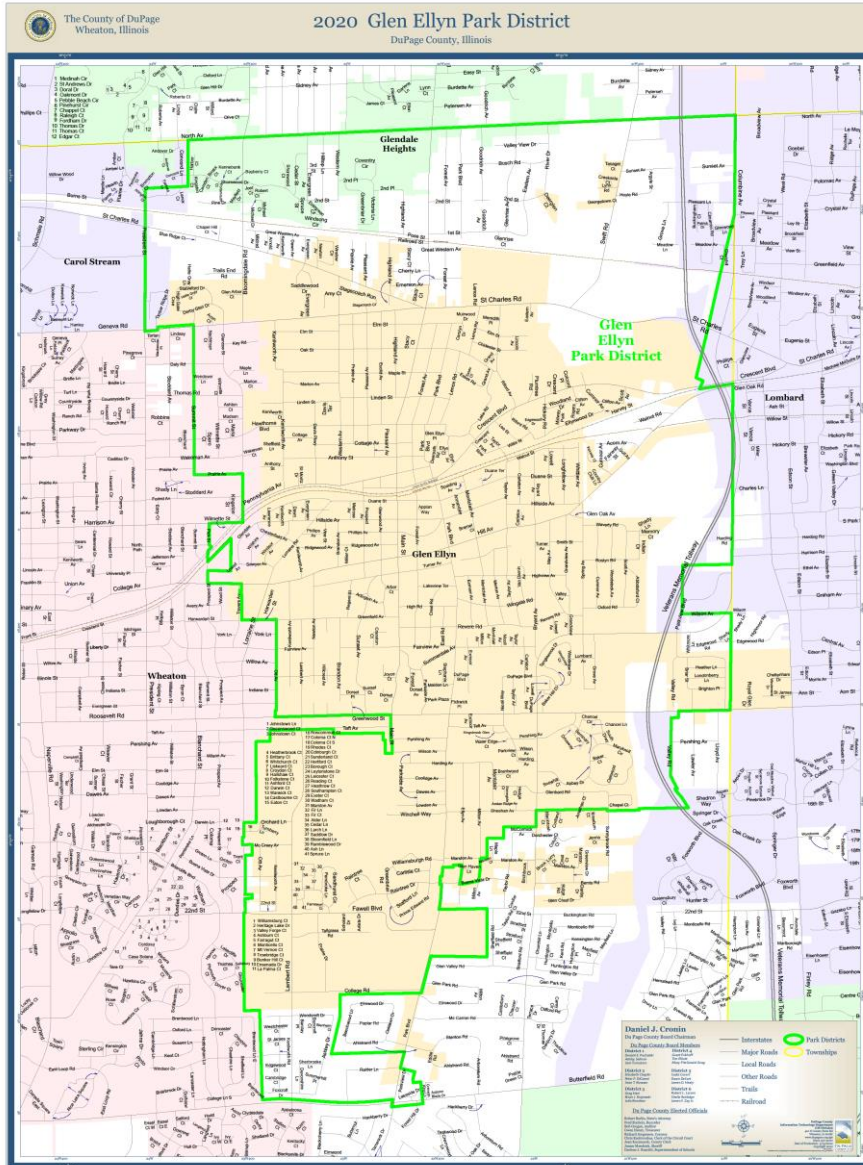
- [Citizen's Finance](#)
- [Ackerman SFC](#)
- [Environmental](#)
- [Youth Sports](#)

Mission and Jurisdiction

The Glen Ellyn Park District has served the recreational needs of Glen Ellyn residents for over 100 years. We play a vital role in enhancing people's lives and creating a more connected community. The District also serves as an important steward of public lands.

The Park District's mission is driven to foster diverse, community-based leisure opportunities, through a harmonious blend of quality recreation programs, facilities and open space which will enhance the quality of life into the future.





Glen Ellyn Park District Boundaries



Agency Relationships

Working with other governmental entities and organizations to provide the best use of available resources for the community is very important to the Glen Ellyn Park District. The Park District currently has over 40 of this type of agreements.

The Executive Director is appointed to serve as the liaison on behalf of the District in accordance with his/her job responsibilities and is the appointed liaison to other governmental agencies and community partners. The Executive Director may also appoint staff to act as the District's liaison.

Intergovernmental Agreements with the State of Illinois

Illinois Funds – local government investment pool.

Grant Programs

- Department of Commerce and Economic Opportunity (DCEO) grant agreements total \$723,600 the past two years.
- Illinois Department of Natural Resources Open Space Land Acquisition and Developments (OSLAD) grants of \$1,000,000 the past two years.



Government Entity	Services / Benefit	Park District Liaison
<u>Western DuPage Special Recreation Association (WDSRA)</u>	Inclusion Services and Facility Usage	Executive Director
<u>Lombard School District 44</u>	Surrey Park	Executive Director
<u>Village of Glendale Heights</u>	Greenbriar Park	Executive Director
<u>Glenbard High School District 87</u>	Facility and Field Use	Executive Director
<u>Glen Ellyn School District 41</u>	Facility and Field Use	Executive Director
<u>Community Consolidated School District 89</u>	Facility and Field Use	Executive Director
<u>Glen Ellyn Public Library</u>	Program and Event Support	Director of Recreation & Facilities
<u>Milton Township</u>	Babcock Park	Executive Director
<u>Village of Glen Ellyn</u>	Facility, Park and Commodity Usage	Executive Director
Glen Ellyn Police Department	Program and Event Support	Director of Recreation & Facilities

Transparency to the Community

Document	Location(s) Available
Annual Tax Levy	Website , Administrative Offices, County Clerk
Annual Budget and Appropriation Ordinance	Website , Administrative Offices, County Clerk
Agendas and Minutes	Website , Administrative Offices
Annual Financial Report	Website , Administrative Offices
Statement of Receipts and Disbursements	Website , Administrative Offices
Conduct Ordinances	Website , Administrative Offices
Long Range Plans	Website , Administrative Offices
Strategic Plans	Website , Administrative Offices
Capital Improvement Plan	Website , Administrative Offices
Municipal Directory	Administrative Offices



Fiscal Management Policies and Procedures

[Chapter 2 of the Personnel Policy Manual](#) contains a set of financial policies that have been developed by the District as a means of providing its staff with the tools necessary to be able to manage the district's funds efficiently and responsibly.

Independent Audit

- The Glen Ellyn District annually contracts with an independent CPA firm to complete [an Annual Comprehensive Financial Report](#).
- Every year since 2008, when the District started applying, it has received a Certificate of Achievement for Excellence in Financial Reporting award for its annual comprehensive financial report. The Government Finance Officers Association (GFOA) issues the award as the highest form of recognition in the area of governmental accounting and financial reporting.
- Attaining the award represents significant accomplishments by a government and its management. The reports are judged by an impartial panel to meet the high standards of the program, including demonstrating a constructive “spirit of full disclosure” to clearly communicate its financial story and motivate potential users and user groups to read the annual comprehensive financial report.
- The GFOA is a nonprofit professional association serving more than 20,000 government finance professionals, with offices in Chicago, IL, and Washington D.C.



Vendor Transparency

- Pursuant to Public Act 102-0265, the Glen Ellyn Park District is required to make a good faith effort to collect and electronically publish data from all vendors and subcontractors doing business with the Park District. The published data must include if the vendor or subcontractor is minority-owned, woman-owned or veteran-owned. Every vendor doing business with the Park District must complete the questionnaire here: gepark.org/vendor-transparency

Sponsorships and Donations

The Glen Ellyn Park District and Foundation seeks donations and sponsorships to support major capital projects, recreation programs, and operations. The District is grateful for the donations received in 2023.

Donor	Purpose	Amount
Friends of Glen Ellyn Parks Foundation Events	Scholarship Program	\$20,437
Event Sponsorships	Scholarship Program	\$7,250
Glen Ellyn Sports Trivia Night	Scholarship Program	\$7,000
Athletic Program Sponsorships	Youth Athletic Programs	\$3,250
Girl Scout Service Unit 509	Forestry Fund	\$500
Go Green Glen Ellyn	Scholarship Program	\$475



Facilities and Parks

Ackerman Sports & Fitness Center	Glen Ellyn Manor Park
Clay Tennis Courts	Glen Oak Park
Community Garden Plots	Greenbriar Park
Holes & Knolls Mini Golf	Lake Ellyn Park
Lake Ellyn Boathouse	Lake Foxcroft Park
Main Street Recreation Center	Main Street Park
Maryknoll Clubhouse	Marie Ulhorn Presidents Park
Maryknoll Splash Park	Newton Park
Newton Skate Park	Panfish Playground Park
Platform Tennis Center	Pfuetze Park
Spring Avenue Dog Park	Prairie Path Park
Spring Avenue Fitness Center	Spalding Park
Spring Avenue Recreation Center	Stacy Park
Sunset Pool	Sunset Park
Ackerman Park	Surrey Park
Babock Grove Park	Village Green Park
Churchill Park	Walnut Glen Park
Co-Op Park	Benjamin Gault Nature Preserve
Danby Park	Ellynwood Nature Preserve
Frank Johnson Park	Joseph Sam Perry Preserve
George Ball Tennis Courts	

Recommendations for Increased Accountability and Efficiency

- Continue to negotiate and come to agreement on the Redevelopment Agreement with the Village of Glen Ellyn to obtain possession of the future park site located at 453 Forest Avenue to allow the Park District to further serve its residents with a new park and event space in downtown Glen Ellyn, while also benefiting downtown businesses and the Village of Glen Ellyn.
- Permit Fees.
- Delay in Village Permit Review.
- Brainstorm more ideas and bring to meeting #2.
- State grant funding timing.