

**Glen Ellyn Park District  
Board of Commissioners  
Workshop Meeting  
August 6, 2019  
185 Spring Avenue**

**I. Call to Order**

President Ward called the meeting to order at 7:01 p.m.

**II. Roll Call of Commissioners**

Upon roll call, those answering present were Commissioners Stortz, Durham, Weber, Bischoff and President Ward. Commissioner Nephew arrived at 7:12 p.m. and Cornell arrived at 7:48 p.m.

Staff members present were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Superintendent of Recreation Esposito, Projects Manager Troia, Communications & Marketing Supervisor O’Kray and Executive Assistant Dikker.

**III. Pledge of Allegiance**

President Ward led the Pledge of Allegiance.

**IV. Changes to the Agenda**

None.

**V. Public Participation**

None.

**VI. Voucher List of Bills Totaling \$717,125.72**

Commissioner Stortz moved, seconded by Commissioner Weber, to approve the Voucher List of Bills totaling \$717,125.72

*Roll Call: Aye: Commissioners Stortz, Weber, Durham, Bischoff, and President Ward.*

*Nay: None.*

*Motion Carried.*

**VII. Citizens’ Finance Committee Park Board Financial Presentation**

Superintendent of Finance & Personnel Cinquegrani along with Leo Lanzillo, Chairman of the Citizens’ Finance Committee (CFC), Don St. Clair, and Mike Hoban, CFC members, provided a presentation of an overview of the Glen Ellyn Park District’s financial planning process. Lanzillo and Cinquegrani provided a detailed account of the sources and uses of funds and the financial metrics that are used in the long-range planning and budgeting process. They discussed the various sources of funds; capital reserves, operating surplus, non-referendum bonds and tax levies and how each impacts the budget and the long-range financial planning process. The CFC

also provided a brief look into the impact of the minimum wage increase that takes effect next year.

Following the presentation, the Park Board of Commissioners posed questions to Superintendent Cinquegrani and CFC members and thanked them for their presentation. Executive Director Harris also thanked the CFC for their collaboration and providing excellent financial guidance for the District.

#### **VIII. 2020 Budget Assumptions**

Superintendent of Finance & Personnel Cinquegrani discussed that preparation for the annual operating budget for the 2020 calendar year is currently underway. A chart of “2020 Budget Assumptions” was distributed and discussed providing key components of the annual operating budget. Cinquegrani then discussed the financial calendar and stated that the Assumptions are to serve as guidelines during the 2020 budget process.

A tentative timeline of the 2019 tax levy, 2020 budget process, and the issuance of the 2019 non-referendum bonds were discussed. Park Board members also discussed other elements of the operational budget including merit increases, impact of minimum wage increases, employee insurance costs and overall budget financial goals. Cinquegrani concluded by stating the budget process will continue to be discussed throughout the fall and into winter and a rough draft of the budget should be presented to the Board in mid-October.

#### **IX. Newton Park Improvement Update**

Harris stated that the open house for the public was held on Wednesday, July 31<sup>st</sup> at Newton Park regarding proposed improvements to Newton Park that will be included in the upcoming submittal of an OSLAD grant that will occur in August of 2019. Harris thanked Commissioners Durham, Nephew and Bischoff for attending and said approximately fifteen (15) neighbors/patrons attended the open house. Harris said the neighbors were appreciative of the information and spoke with staff and Commissioners regarding the proposed elements.

The Park Board held a discussion of the various proposed elements including the sidewalk path that will be contiguous around the Park, the A.D.A. playground and the inclusion of a lacrosse practice wall. Staff stated that the OSLAD grant will be submitted in August and discussion of the various elements will continue during the budget process. The Park Board thanked Project Manager Troia for his presentation material that was included during the process.

#### **X. OSLAD Resolution 19-02**

Executive Director Harris stated that in anticipation of the Glen Ellyn Park District possibly implementing improvements to Newton Park in 2020, the Park District will be submitting an OSLAD (Open Space and Land Acquisition and Development) grant application for elements within the proposed project. As part of the grant requirement, the Glen Ellyn Park District must approve a “Resolution of Authorization” to submit as a condition of the grant application affirming that the Park District has the necessary funds for the project should it be approved and

that the Park District must comply with the conditions, terms and regulations of the OSLAD program should the District be fortunate to be selected as a grant recipient.

The Park Board of Commissioners briefly discussed the OSLAD grant and following Commissioner Cornell moved, seconded by Commissioner Stortz, to approve “Resolution of Authorization” 19-02 specific to the OSLAD grant application for improvements to Newton Park.

*Roll Call: Aye: Commissioners Cornell, Stortz, Nephew, Durham, Weber, Bischoff, and President Ward.*

*Nay: None.*

*Motion Carried.*

#### **XI. Staff Reports**

Superintendent of Recreation Esposito stated tickets were still available to the Fall Fete Celebration that will be held in November at the Boathouse and said currently seventy-nine (79) tickets have been sold to the event. Harris asked the Park Board to take note of all the free events that the District is holding during the month of August and the upcoming fall for patrons and that the events will appeal to a variety of age groups. Staff also reminded everyone that the two “Movie in the Parks” that were rained out have been rescheduled and will be held at Spalding Park and Lake Foxcroft Park.

#### **XII. Commissioners’ Reports**

Commissioner Cornell inquired about Senior Trips and stated she enjoys seeing the new events. Commissioner Stortz enjoyed Holes and Knolls this weekend. Commissioner Nephew thanked the swim instructors at Sunset Pool stating her girls have made great strides in their swimming ability this year. Commissioner Bischoff enjoyed the neighborhood open house meeting at Newton Park last week and thanked Project Manager Troia for the displays and material that were presented. Commissioner Weber stated that while he has been out of town for a while several acquaintances have said they thoroughly enjoyed their time at Thirsty Thursday at the Boathouse. Commissioner Durham and his group had a wonderful time at Thirsty Thursday at the Boathouse and was pleased that the public was able to enjoy the venue. Durham also thanked staff for the Monday Miles saying he and his son completed their run on Monday despite the heat. Commissioner Ward enjoyed his time at the pool this week, enjoyed Thirsty Thursday as well and complimented the CFC on their presentation and use of diagrams to help give a wonderful vision to the financials of the District.

#### **XIII. Adjourn to Executive Session**

At 8:57p.m. Commissioner Weber moved, seconded by Commissioner Stortz, to convene into executive session under Section 2(c)6 of the Open Meetings Act for the purpose of setting a price for the sale or lease of property owned by the District and Section 2(c) 1 for discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the District.

#### **XIV. Reconvene to Executive Session**

The Workshop meeting reconvened at 9:36 p.m.

**XV. Adjourn**

There being no further business, Commissioner Stortz moved, seconded by Commissioner Cornell to adjourn the Regular Meeting at 9:37 p.m.

*Roll Call: Aye: Commissioners Stortz, Cornell, Nephew, Durham, Weber, Bischoff,  
President Ward  
Nay: None*

*Motion Carried.*

Respectfully submitted,

Kimberly Dikker  
Board Secretary