

**Glen Ellyn Park District  
Board of Commissioners  
Workshop Meeting  
September 7, 2021  
185 Spring Avenue**

**I. Call to Order**

President Durham called the meeting to order at 7:02p.m.

**II. Roll Call of Commissioners**

Upon roll call, those answering present were Commissioners Cornell, Stortz, Nephew, Ward, Weber, Bischoff and President Durham.

Staff members present were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Parks Project Manager Troia and Executive Assistant and Board Secretary Dikker.

Guests in attendance included Gail Bernstein of the League of Women Voters.

**III. Changes to the Agenda**

None

**IV. Public Participation**

None

**V. Voucher List of Bills**

Commissioner Cornell moved, seconded by Commissioner Bischoff to approve the Voucher List of Bills totaling \$394,692.21

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

*Nay: None*

*Motion Carried.*

**VI. Fall Fete Update – Eileen Mullin-Gasteier**

Eileen Mullin-Gasteier, Principal and Owner of EMG Consulting, provided an update on the Park District's Fall Fete Event that is to take place on Saturday, November 6, 2021. Fall Fete serves as our signature fundraiser/awareness opportunity for the Glen Ellyn Park District Scholarship program.

Eileen provided an update to the Fall Fete event stating that currently approximately 80 tickets have been sold. Due to the evolving COVID guidelines and potential for mask requirements and other restrictions in November, contingency plans have been established including rescheduling in the spring, 2022 or modifying the November event.

Additionally, an overview of Fall Fete “Sign-up parties” that have already occurred at Two Hound Red and the Fourth of July fishing pier raffle was presented. The update concluded with a preview of upcoming Fall Fete “Sign-up parties” that will be taking place, Mixed Paddles Tournament in October and Trolley Lights Tour through Naperville in December.

The Park Board had several questions including funds raised to date, how much 2019 Fall Fete generated and COVID challenges. All were appreciative of the efforts and thanked Eileen Mullin-Gasteier for her time, creativity, resourcefulness and commitment.

#### **VII. 2022 Budget Assumption**

Superintendent of Finance & Personnel Cinquegrani discussed that preparation for the annual operating budget for the 2022 calendar year is currently underway. A chart of “2022 Budget Assumptions” was distributed and discussed providing key components of the annual operating budget including full time staffing recommendations, salary pay scales, and capital projects. Cinquegrani then discussed the financial calendar for process and stated that the Assumptions are to serve as guidelines during the 2022 budget process.

Park Board members also discussed other elements of the operational budget including compensation, impact of minimum wage increases, employee benefits and overall budget financial goals. The Park Board inquired about the impact of COVID restrictions on the budgeting process and requested staff investigate the impact of user fee increases to offset the financial impact of the pandemic. As a reminder the Park District lost over \$3.5 million in revenue and has not received any federal or state assistance. While tax supported, tax revenue amounts to less than 50% of the District’s total revenue. 55% of the District’s revenue is generated through user fees. Cinquegrani concluded by stating the budget process will continue to be discussed throughout the fall and into winter and a preliminary draft of the budget should be presented to the Board in mid-October.

#### **VIII. Prairie Path Park Discussion**

Executive Director Harris stated that he, along with Project Manager Troia and Commissioner Ward, attended a progress meeting with representatives of REVA, the former US Bank site owner and developer. REVA presented updated conceptual plans of the project including potential park improvements and impact on Prairie Path Park. They in turn are seeking Park Board feedback.

Project Manager Troia presented the three (3) conceptual plans to the Park Board for their review, input and discussion. The Park Board discussed in detail various questions including setback requirements, variances to the development, responsibility of ongoing and long-term maintenance of the area particularly the proposed hardscape patio which would serve largely the retail space, liability of elements constructed on Park District property (stairs) and responsibility of the improvement costs. The Park Board was excited about the potential improvements and agreed to continue conversation on these concepts with attention to the questions raised.

**IX. Staff Reports**

Executive Director Harris stated the several items are out to bid currently with bid openings in the next week. He stated they include Sunset Parking lot, Lake Ellyn Park North Shoreline improvements, Newton Park playground and Sunset Pool shade structure. To date, there has been considerable interest with fourteen (14) packet pickups, so staff is hoping for a competitive bidding process.

**X. Commissioners’ Reports**

Commissioner Nephew stated that September 1<sup>st</sup> was the 10-year anniversary of Dave Harris’ hire date with the Glen Ellyn Park District. She expressed her happiness to have Dave representing the community and said they were lucky to have someone who also resides in the community. Commissioner Cornell attended a neighborhood gathering and said many compliments and appreciation of the Park District were shared. Lastly, President Durham expressed his thanks for Sunset Pool this summer during such a challenging time and received positive feedback on the recent children’s color run that was held at Ackerman Park.

**XI. Adjourn to Executive Session**

At 9:03 p.m. Commissioner Stortz moved, seconded by Commissioner Ward, to convene into executive session under Section 2(c)21 for the discussion of minutes of prior executive session meetings, for the purpose of review, approval or release of such minutes.

**XII. Reconvene to Executive Session**

The Workshop meeting reconvened at 9:12 p.m.

**XIII. Adjourn**

There being no further business, Commissioner Bischoff moved, seconded by President Durham to adjourn the Workshop meeting at 9:13 p.m.

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

*Nay: None*

*Motion Carried.*

Respectfully submitted,

Kimberly Dikker  
Board Secretary