

**Glen Ellyn Park District
Board of Commissioners
Special Meeting Minutes
December 19, 2023
185 Spring Avenue**

I. Call to Order

President Stortz called the meeting to order at 7:03 p.m.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Crickmore, Ward, Durham, and President Stortz. Commissioner Cornell arrived at 7:09 p.m. and Commissioner Nephew arrived at 7:23 p.m. Commissioner Weber was absent.

*Roll Call: Aye: Commissioners Crickmore, Ward, Durham, and President Stortz.
Nay: None*

Motion Carried.

Staff members present were Executive Director Dave Thommes, Deputy Executive Director Cinquegrani, Director of Planning and Natural Resources Troia, Director of Recreation & Facilities Lim, Human Resources and Risk Manager Lynn Wiltfong and Board Secretary & Directors' Assistant Dikker.

III. Pledge of Allegiance

President Stortz led the pledge of allegiance.

IV. Changes to the Agenda

President Stortz stated that agenda items VIII, IX, and XI will be moved to later in the agenda following the other agenda items.

V. Recognition-BGYFL Super Bowl Champions

President Stortz read the memo from the Board Packet and Congratulated the Glen Ellyn Golden Eagles JV Gold and Varsity Silver Green football teams for winning BGYFL Super Bowl Championships this season. Following, the Park Board presented the teams with cookies and extended their gratefulness to the coaches, volunteers, parents, and families who freely give of their time and talents to help support the players and the Golden Eagles program. Commissioner Stortz also thanked Superintendent of Athletics, Clint Babicz, who was in attendance for his dedication to the program.

VI. Public Participation

None.

VII. Consent Agenda

Commissioner Ward moved, seconded by Commissioner Crickmore, to approve the Consent Agenda including the Voucher List of Bills totaling \$2,383,277.24 and minutes from the November 14, 2023, Regular Meeting and the November 15, 2023, Special Meeting.

*Roll Call: Aye: Commissioners Ward, Crickmore, Cornell, Durham, and President Stortz.
Nay: None*

Motion Carried.

X. Personnel Policy Updates

Deputy Executive Director Cinquegrani introduced the proposed updates to Section 4.00, Employment Policies and Procedures, of the Park District's Personnel Policy manual. Cinquegrani explained that many of the policies simply have updated language due to a clarification in the law pertaining to characteristics of race or neutralizing gender. A couple of policies have been combined and/or removed and there are four (4) new policies as recommended by PDRMA; Criminal Convictions Policy, Orientation Policy, Children in the Workplace, and Telecommuting/Remote Work Policy. Cinquegrani stated that Lynn Wiltfong, Human Resources and Risk Manager, was present to address any questions or concerns.

Executive Director Thommes stated that per Section 4.16, Outside Employment, staff may be bringing a written Resolution before the Board in January as there may be a possibility of a full-time staff member potentially working with an outside vendor in a coaching position and while this does not follow under the proposed policy changes the Resolution would allow for an exemption, particularly in this unique position. Staff discussed with the Park Board and will address that come January.

The Park Board held a brief discussion on the policies and verbiage changes and following, Commissioner Cornell moved, seconded by Commissioner Ward, to approve the Personnel Policy updates as presented.

*Roll Call: Aye: Commissioners Cornell, Ward, Crickmore, Durham, and President Stortz.
Nay: None*

Motion Carried.

XII. Frank Johnson Center – Featherstone, Inc. December payout

Director of Planning and Natural Resources Troia briefed the Board on the status of the Frank Johnson Center providing that this payout included construction to date, roof shingles, masonry, concrete slabs, plumbing, electrical and more. Troia provided details on the timeline stating all is still on time for completion and is running ahead of schedule.

The Park Board was happy with the progress and those that attended enjoyed their tour of the facility. Following, Commissioner Ward moved, seconded by Commissioner Durham, to approve Featherstone, Inc.'s December payout request for the Frank Johnson Center construction in the amount of \$733,033.36 as the services identified within the payout request have been performed.

*Roll Call: Aye: Commissioners Ward, Durham, Cornell, Crickmore and President Stortz.
Nay: None*

Motion Carried.

XIII. W.B. Olson November Pay Application

Director Troia presented the Sunset Pool November pay application stating that this includes substantial pool plumbing, interior walls to the bathhouse, floors and more. Troia stated the weather has been very conducive for the project and briefed the board on the status of the project saying all is still to be on time for completion. Following, Commissioner Durham moved, seconded by Commissioner Ward, to approve the W.B. Olson November payout request for the Sunset Pool construction in the amount of \$465,866.

*Roll Call: Aye: Commissioners Durham, Ward, Cornell, Crickmore and President Stortz.
Nay: None*

Motion Carried.

XIV. Wight Pay Application #5

Director Troia stated that construction is going smoothly at the Ackerman Sports & Fitness Center and reviewed Wight payment application #5 for improvements in the amount of \$717,727.27. Troia stated this payout includes the construction of the concrete flooring to both fitness studios, the construction of walls in the office spaces, as well as the delivery of the gymnastics building components.

Following, Commissioner Crickmore moved, seconded by Commissioner Ward, to approve Wight Construction payout request #5 for the Ackerman addition and renovation in the amount of \$717,727.27.

*Roll Call: Aye: Commissioners Crickmore, Ward, Cornell, Durham, and President Stortz.
Nay: None*

Motion Carried.

XV. Ackerman Sports & Fitness Center HVAC Recommendation

Director of Planning and Natural Resources Troia provided an informational update on the Ackerman Sports and Fitness Center HVAC recommendations. Troia discussed the current system (Pelican) that is being utilized for monitoring the HVAC units and provided information on the new system that will be put into place that will allow for greater control of all units, ability to better control air turnover and will have greater efficiency. Troia stated this cost will come out of the low voltage budget for the Ackerman Sports & Fitness Center Improvement project. Troia then discussed the units that will be replaced stating that that will be a Co-op purchase and should come in under budget and will be brought before the Board in January of 2024.

The Park Board had a brief discussion on the current units and control system and inquired on the energy savings of the new system as well as life expectancy. Following the brief discussion, the Park Board stated they will look forward to further information in January.

VIII. Public Hearing for the 2024 Budget & Appropriation Ordinance 23-04

President Stortz opened the public hearing for the 2024 Budget and Appropriation Ordinance, 23-04 that was placed on file on November 14, 2023. There being no comments from the public, Commissioner Ward moved, seconded by Commissioner Durham, to close the public hearing for the 2024 Budget and Appropriation Ordinance 23-04.

Roll Call: Aye: Commissioners Ward, Durham, Cornell, Crickmore, Nephew and President Stortz
Nay: None

Motion Carried.

IX. Approval of the 2024 Budget & Appropriation Ordinance 23-04

Superintendent of Finance & Personnel Cinquegrani presented the revised version of the 2024 Combined Budget & Appropriation ordinance that was previously presented and discussed at the November 14, Regular Meeting. Cinquegrani stated that there were two (2) changes to the draft that include Main Street Recreation Center roof repairs and additional costs for Spring Avenue Plumbing repairs. The total cost for those changes was approximately \$200,000. The Park Board held a discussion of the changes and inquired about the current revenue for Ackerman Sports and Fitness center and if there was any affect from construction. Director of Facilities & Recreation Lim stated that 2023 revenues were up 10% and projected revenues for 2024 were proposed to increase as well. The Board discussed current versus past operating surplus, staffing levels within the District and the timeline of the budget process compared to previous years. Director Cinquegrani provided information and following the discussion, Commissioner Crickmore moved, seconded by Commissioner Ward, to approve Ordinance 23-04 "A combined annual budget and appropriation ordinance for the purposes of the Glen Ellyn Park District for the year beginning January 1, 2024, and ending December 31, 2024."

Roll Call: Aye: Commissioners Crickmore, Ward, Cornell, Nephew, Durham and President Stortz.
Nay: None

Motion Carried.

XI. Family Leave Care Policy Discussion

Executive Director Thommes stated that a rough draft was presented of a Family Care Leave Policy that was created following direction from the Park Board at the November 14, 2024, Regular Meeting. Director Thommes provided summarized information on neighboring Districts regarding their family leave policies and stated the draft was presented for discussion and input from the Park Board. Human Resources and Risk Manager Lynn Wiltfong provided information on leave for full-time employees as well as information on FMLA and IMRF short-term disability. The Park Board asked various questions regarding maternity, paternity, and time off for full-time staff and consensus was for staff to separate the maternity/paternity from the family care leave policies with more concise information and bring an updated policy before the Board in 2024. Executive Director Thommes provided that the policy will be refined per Board suggestions and will be forthcoming in 2024.

XVI. Staff Reports

A. Finance Report (For information only)

B. Staff Reports

Executive Director Thommes thanked Board Secretary and Directors' Assistant Dikker and Human Resources and Risk Manager Wiltfong for their time in providing a wonderful Holiday party for staff at the Boathouse last week. Thommes also stated that a meeting was held with State Senator Laura Ellman, and she was very receptive to hearing more about the capital projects taking place within the District. Director Thommes also provided that National Parks Day will be held May 7th and eighth in 2024 and shared that any Commissioner who wished to attend would be welcomed. He also stated that our May 7, 2024, Workshop Meeting will be rescheduled sometime in early 2024. Board Secretary and Directors' Assistant Dikker reminded the Park Board that Executive Director reviews were due by January 5, 2024.

Director of Planning and Natural Resources Troia provided an update on ongoing projects within the District stating that Ackerman's new fitness studios should be up and running by the end of January and that steel for the new gymnastics center has been delivered. He also stated that the contingency status remained good for the center. Troia relayed that Sunset Pool improvements were running smoothly and approximately \$143,000 remained in contingency for this project. The Frank Johnson Center project was going well and is ahead of schedule. Troia provided information on the playground remediation stating that a quote was provided for disassembling and reinstallation and certification of the playground equipment, and the price was approximately \$24,000.00. Troia provided that the contingency status was roughly \$260,000 and will continue to be assessed as construction is still ongoing. Troia provided an updated timeline of the Downtown Park project stating that construction is proposed to begin later in 2024. Lastly, Troia provided that the special use permit has been completed and submitted to the Village of Glen Ellyn for the proposed Pickleball courts at Ackerman Park/Lenox road.

Director of Recreation and Facilities Lim stated that two hundred families took part in Santa on the Stoop, and all went well over the last weekend. Lim also provided that David MacDonald, Manager of Recreation Services, will begin his new role as Superintendent of Recreation on January 1, 2024.

XVII. Commissioners' Reports

The Park Board of Commissioners stated they would like to see a spreadsheet of all current projects within the District and their contingency status to better track project costs. Commissioner Durham thanked staff for their service and transparency and wished all a Happy Holiday. Commissioner Nephew thanked Executive Director Thommes and Director Cinquegrani for their time this week providing additional information and answering questions regarding the 2024 budget. Commissioner Ward wished all a Happy Holiday and Commissioner Crickmore said she visited Lake Foxcroft as well as Churchill Park this past week. Commissioner Cornell thanked staff for the tour of the Frank Johnson Center and looked forward to the new facility. Cornell shared that she also met with State Senator Laura Ellman and was pleased to hear her enthusiasm regarding the Downtown community park and wished all a Happy Holiday. President Stortz was

at Ackerman during the Shop with a Cop event and was pleased to see the District being able to help coordinate that event for the Community. Stortz thanked everyone for their hard work and thanked Executive Director Thommes for his service thus far within the District.

XVIII. Adjourn

There being no further business, Commissioner Ward moved, seconded by Commissioner Nephew, to adjourn the Meeting at 8:28 p.m.

Roll Call: Aye: Commissioners Ward, Nephew, Cornell, Crickmore, Durham and President Stortz

Nay: None

Motion Carried.