Call to Order
President Minogue called the Workshop Meeting to order at 7:02 p.m.

Roll Call of Commissioners
Upon roll call those answering present were Commissioners Dallman, Creech, Hess, Aubrey, Nephew, Kinzler and President Minogue.

Staff members present were Executive Director Atwell, Superintendent of Finance & Personnel Woods, Superintendent of Parks Scarmardo, Superintendent of Recreation Esposito, and Communication & Marketing Coordinator Talenco. Attorney Adams was also present.

Changes to the Agenda
None

Public Participation
Renae Frigo part-time naturalist for the Park District addressed the Board about the restoration and education work being completed at Churchill Park. She spoke about the workdays that are held on Saturday’s at Churchill, there has been a total of eight restoration days this year. She described the work that has been performed by various school groups.

She advised that approximately $1,300 worth of plants and between $500 and $1,000 worth of seeds from native plants have been donated, with most of the donations coming from St. Charles Park District, or being collected on site. She would like to try some more nature camps and maybe a family camping night at Churchill. Several Commissioners thanked her for all of her hard work that she has done and the great progress she has made at Churchill Park.

Mr. Thomas Waters, 740 Grand Avenue, addressed the Board, concerning allegations of a budget shortfall made by Commissioner Creech.

Board members and staff questioned the accuracy of the allegations. Superintendent Woods stated there is no shortfall at Ackerman. Commissioner Hess stated that the Board is constantly reviewing the Ackerman Facility, the progress of the project, and the funds going in vouchers, pay request and whether or not they have been approved.

Mr. Waters asked why only one Commissioner is coming up with a million dollar discrepancy. Commissioner Hess replied that he does not think there is a million dollar discrepancy and they normally do not have this type of discussion during Public Participation, and it has been discussed and accurately accounted for.
A lengthy discussion continued between the Board and staff concerning the items Commissioner Creech had requested from staff, staff’s responses, and the time required by staff to respond to the various requests.

**Ackerman Sports Complex Pay Request # 13**
Superintendent Scarmardo presented Ackerman Sports Complex Pay Request # 13, in the amount of $853,732.45, and gave a project update. Staff recommended placement of the Pay Request on the December Consent Agenda.

Discussion followed regarding Commissioner Kinzler’s and Commissioner Creech’s concerns regarding the timing for review of project cost and change order information.

The Board and staff discussed the project change orders and change order process. Attorney Adams commented that on a construction project of this size it is common to have 3 to 6 percent in change orders. The Board and staff further discussed the issue of costs and communication regarding the ASC project, and responsibility for the change order.

The Board directed placement of the Ackerman Sports Complex Pay Request #13 on the December Consent Agenda.

**Ackerman Change Order**
Superintendent Scarmardo explained the additional rubber proposed for the roof of the Ackerman Complex for added protection and a clarification into why it was added.

The Board directed placement of the Ackerman Change Order on the December Consent Agenda.

**2009 Tax Levy**
Superintendent Woods stated that she is submitting the levy authorization to the Board so it can be filed with the County Clerk by the last Tuesday in December.

The Board discussed the levy and the approval process.

A discussion among Board Members took place on whether or not they should vote on the 2009 Tax Levy and possibly move it to the December Consent Agenda.

Commissioner Hess made a motion to approve the 2009 Tax Levy, seconded by Commissioner Dallman.

*Roll Call: Aye: Commissioner Hess, Dallman, Creech, Aubrey, Nephew, Kinzler, President Minogue
Nay: None Motion Carried*
Budget and Appropriation Ordinance
Superintendent Woods stated that this is a legal document that is filed with the County to tell the county how the Park District is going to spend its tax dollars, and that it needs to be on display for thirty days, and that the Board would be approving it in January.

Superintendent Woods also stated that it is a standard best practice to appropriate more than the actual budget.

Commissioner Hess moved to approve Ordinance 09-09 putting on display in tentative form the annual Budget and Appropriation Ordinance for purpose of the Glen Ellyn Park District for the year beginning January 1, 2010, ending in the year December 31, 2010 combined annual budget, seconded by Commissioner Dallman. The Board discussed when it would conclude the budget discussion, and what the Board was approving tonight. Superintendent Woods explained the action requested was simply to put the budget on display.

President Minogue asked for a roll call.

Roll Call: Aye: Commissioner Hess, Dallman, Creech, Aubrey, Nephew, Kinzler, President Minogue
Nay: None Motion Carried

Glen Ellyn Youth Baseball Uniform Bid Proposal
Superintendent Esposito addressed the Board saying that every year the Park District does a legal bid for Baseball Uniforms that is posted in the newspaper and the Park District received six bids this year.

Staff would like to award it to low bidder Team Sport Pro, the current supplier. Staff has been satisfied with Team Pro’s performance.

Staff would ask that the Glen Ellyn Youth Baseball Uniform Bid Proposal be placed on the December Meeting Consent Agenda.

The Board directed placement of this Item on the Consent Agenda.

2002 Dodge Vehicle Bid Proposal
Superintendent Scarmardo stated that a public bid opening was held on November 25, 2009 at 11:00 a.m., one bid request was received for $5,012.84. Staff recommends that the Board approve the bid proposal of $5,012.84 to KRS and place on the December Consent Agenda.

The Board directed placement of this Item on the Consent Agenda

Matters from Staff
None
Matters from Commissioners
Commissioner Kinzler discussed an e-mail he had sent to staff concerning the capital budget. He had stated that he had called around to other Park Districts to see what they have done to prepare for the future. He wants to be prepared for a worst-case scenario. He discussed the October 27th voucher list and his desire to cut out unnecessary costs. He discussed the possibility of cuts on car allowances and also hiring freezes.

The board discussed the proposals.

The Board discussed cell phone costs and usage by staff. Superintendent Woods described the favorable rate on the current contract and confirmed that staff is regularly checking for the most cost-effective options.

Superintendent Woods also remarked that conference registration fees are very costly, and that the Park District does everything it possibly can to receive discounted rates. Credit card points are used for hotel and flights for Park District conferences.

Superintendent Woods then went on to speak about the survey she had sent out to local Park Districts asking them, what positions in their organization receives cars, if they are taxed for it as a benefit for personal use, and if they do not get a company car, do they receive a car allowance. Superintendent Woods summarized the findings from the survey.

The Board further discussed its role in the budget process and concerns with specific line item expenditures.

President Minogue stated that the Board could talk more about these items and place this on next meeting agenda.

The Board further discussed cell phone costs and why staff needs the cell phones. Commissioner Hess stated that he would let staff know if he will be helping Santa this year for the Santa visits, he encouraged other commissioners to participate in the Santa Visits.

Commissioner Creech asked how people are able to lock in their rates for life at the new fitness center. Communications and Marketing Coordinator Talenco responded that Park District residents can lock in membership rates for as long as the membership is maintained, if they sign up now.

Commissioner Dallman expressed his appreciation for the diligence and hard work of fellow Commissioners.
Adjournment
There being no further business, Commissioner Hess moved, seconded by Commissioner Dallman, to adjourn the Workshop Meeting at 9:40 p.m. Motion Carried

Respectfully Submitted,

Mary Defiglia
Recording Board Secretary