Glen Ellyn Park District
Board of Commissioners
Regular Meeting Minutes
June 18, 2013
185 Spring Avenue

I. Call to Order
President Kinzler called the Meeting to order at 7:00 p.m.

II. Roll Call of Commissioners
Upon roll, call those answering present were Commissioners Creech, Mayo, Pierce, Dunn, and President Kinzler. Commissioners Nephew and Cornell were absent.

Staff members present were Executive Director Harris, Superintendent of Parks Hopkins, and Superintendent of Finance & Personnel Cinquegrani, Superintendent of Recreation Esposito, Marketing & Communications Supervisor Talenco, and Executive Assistant Wendland.

III. Pledge of Allegiance
President Kinzler led the Pledge of Allegiance.

IV. Changes to the Agenda
None.

V. Public Participation
Ms. Paula McGowen, 1N443 Park Boulevard, addressed the Board to apprise them of the current status of the McKee house located in DuPage Forest Preserve Churchill Woods. The house was constructed in 1936 by the Works Progress Administration (W.P.A.), of locally quarried limestone, to house the DuPage Forest Preserve Superintendent. An adjacent building served as its administrative offices for many years. These buildings have been fallen into disrepair. Recently, an architectural firm reviewed the facilities and reported the stone structures and windows are sound, but new roofs and interior repairs are required. The house was set to be demolished but has gotten a reprieve for now. Concerned citizens are attempting to gain support and assistance from several resources including preservationist groups, the Forest Preserve and the Glen Ellyn Park District.

Since the McKee house is in District 4 in Glen Ellyn, Ms. McGowen would like to see an intergovernmental relationship between the Glen Ellyn Park Board and the Forest Preserve District regarding care and use of the property. There’s a history of both working together in the past.

Ms. McGowen concluded by stating this piece of history needs to be preserved for the sake of Glen Ellyn and all who enjoy its parks and preserves.
VI. Adjourn to Executive Session
At 7:10 p.m. Commissioner Dunn moved, seconded by Commissioner Pierce, to adjourn into executive session under Section 2 (c) 11 of the Open Meetings Act for the purpose of discussion of pending litigation, or probable and imminent litigation which shall be specifically identified in the executive session minutes.

Roll Call: Aye: Commissioners Dunn, Pierce, Creech, Mayo, and President Kinzler.
Nay: None.
Motion Carried.

VII. Return to Open Session
The Regular Meeting reconvened at 8:45 p.m.

VIII. Consent Agenda
Commissioner Dunn moved, seconded by Commissioner Creech, to approve the consent agenda.

Roll Call: Aye: Commissioners Dunn, Creech, Mayo, Pierce, and President Kinzler.
Nay: None.
Motion Carried.

IX. Unfinished Business
None.

X. New Business
A. Adopt – A – Park Program
Superintendent Hopkins introduced Naturalist Renae Frigo who provided the Board with a presentation on the Adopt-A-Park Program.

Naturalist Frigo provided a PowerPoint presentation detailing the Adopt-A-Park program which would encourage and provide opportunity for individuals and groups to adopt a park. By doing so, they would commit themselves to some responsibility of care for a specific property. The requirements could include a specific project, monthly maintenance, neighborhood watch, etc. The responsibility and expectations would be determined by the District in collaboration with the individual or group.

The Board provided feedback in regards to the application process, and how the Park District could accommodate the neighbors and community groups for particular parks.

B. Ordinance 13-01 Prevailing Wage
Commissioner Mayo moved, seconded by Commissioner Dunn, to approve Ordinance 13-01, an “ordinance adopting prevailing wage rates to be paid to laborers, mechanics and other workers performing construction of public works for the Glen Ellyn Park District.”
Roll Call: Aye: Commissioners Mayo, Dunn, Creech, Pierce, and President Kinzler.
Nay: None.

Motion Carried.

C. Purchasing Policy
Superintendent Cinquegrani provided the Board with a current copy of the purchasing policy along with a revised version of the policy. He highlighted some of the key points of the policy.

The updated proposed policy outlines the bid process along with emergency purchase; Superintendent Cinquegrani recommends the addition of a petty cash section into draft #2 of the purchasing policy.

The Board had a lengthy discussion on how purchases should be signed off on, clarification on how much staff is allowed to spend and which staff members are allowed to purchase items. The Board also requested that the final version be reviewed by Park District counsel.

XI. Director’s Report
Director Harris thanked Marketing & Communications Supervisor Talenco for her efforts in arranging the meet and greet at Lake Foxcroft Park, Harris also announced that Supervisor Talenco has taken a new position with the College of DuPage, she will be teaching at the College and her last day at the Park District will be Friday, June 28th. He expressed his appreciation for all of her efforts and accomplishments and wished her well in her future pursuits.

XII. Commissioner's Report
Commissioner Dunn thanked staff for their work on the fields, he also requested a one page report on the “no mow” areas in the Park District, and how much money the Park District is saving by not mowing these areas. He also asked that the Park District consider having a volunteer of the year award for the Chamber of Commerce annual award ceremony.

Commissioner Pierce thanked staff for the wonderful event at Lake Foxcroft while mentioning that she has received positive feedback regarding the Glen Ellyn Aquatics Initiative. However, the Glen Ellyn Aquatics Initiative needs to step up its effort to raise funds for the aquatic feasibility study.

Commissioner Mayo thanked staff for their efforts at the meet and greet while also wishing Supervisor Talenco the best of luck.

President Kinzler stated that he enjoyed the meet and greet at Lake Foxcroft Park. It was rewarding to see all the people who had benefited from the property. He also thanked Supervisor Talenco for recording the Board Meetings along with her marketing efforts over the past several years.
XIII. Adjourn
There being no further business, Commissioner Dunn moved, seconded by Commissioner Creech, to adjourn the Regular Meeting at 10:11 p.m.

Motion Carried.

Respectfully submitted,

Katherine Wendland
Board Secretary