I. Call to Order
President Kinzler called the meeting to order at 7:04 p.m.

II. Roll Call of Commissioners
Upon roll, call those answering present were Commissioners Nephew, Creech, Mayo, Pierce, Dunn, and President Kinzler. Commissioner Cornell arrived at 7:22 p.m.

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

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

IV. Changes to the Agenda
Commissioner Kinzler announced that item nine (9) will be moved up to item eight (8).

V. Public Participation
None.

VI. Voucher List of Bills Totaling $185,229.07
Commissioner Dunn moved, seconded by Commissioner Pierce to approve the voucher list of bills totaling $185,229.07.

Roll Call:  Aye: Commissioner Dunn, Pierce, Nephew, Creech, Mayo, and President Kinzler.
          Nay: None.

Motion Carried.

VII. Memorandum of Understanding Regarding Lake Ellyn Improvements
Director Harris presented the Board with a Memorandum of Understanding (MOU) with the Village Of Glen Ellyn in relation to the 1990 Lake Ellyn Intergovernmental agreement between the Village and Park District. This 1990 agreement identifies amongst other items the responsibilities of both parties for improvements and maintenance made to the Lake Ellyn outlet control structure. The MOU formalizes the previously approved improvements including expansion of the weir and possibility of increasing the discharge rate based on the recent
recommendation of the hydraulic and hydrology study that was conducted by RHMG. Those improvements were approved by both the Park district and Village at previous Board meetings.

Director Harris explained that once the MOU is approved, two separate projects would need to be completed to increase the peak discharge rate to 61.4 cfs. First, the outlet control structure will be modified by removing the existing 24-inch diameter restrictor and expanding it to an approximately 32-inch diameter orifice, matching the size of the discharge pipe currently attached to the OCS. The next project is to increase the weir length by eight additional feet. Since the control structure is on Park District’s property and within the responsibility established in the 1990 intergovernmental agreement, a MOU was drafted to specify who is responsible for the project and ongoing maintenance. The Village will be paying for this project while the Park District will be responsible for the maintenance in the future once the warranties have expired.

The Board discussed when the construction will possibly take place and how the potential increase from 61.4 cfs is achieved. The increasing the cfs would take place within the next few weeks, weather dependent while expanding the weir would occur in late spring. Regarding the further increase of the discharge rate, staff would have to ask the RHMG and the Village how that would be achieved.

Commissioner Mayo moved, seconded by Commissioner Dunn, to approve the Memo of Understanding between the Glen Ellyn Park District and the Village of Glen Ellyn.

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

Motion Carried.

VIII. 2014 Budget Discussion
Director Harris announced to the Board that staff is on its way to having a finalized budget, and staff is hoping to have a revised, updated edition delivered to the Board on Friday. Discussion this evening will include four (4) additional budget items related to capital improvements.

Superintendent Hopkins presented a revised Equipment Replacement Fund stating that after reviewing the two trucks that were initially recommended to be replaced in 2014 that has since been revised. Staff is recommending only selling the Ford Expedition and replacing with a more practical and functional pickup. The other pickup that was originally recommended to be replaced will remain in the fleet.

Superintendent Esposito recommended the installation of a wooden floor in the group exercise room, explaining that participation numbers have increased in the fitness classes and having the cushioned wooden floors is industry standard and would be an added value to the memberships for both attracting new members and retaining existing. Another item that staff believes is essential to retain and attract members while developing a creditable group exercise
program is the purchase of new spin bikes. The new bikes would upgrade the quality and add to a small inventory. This would attract more participants and accommodate up to 20 spinners. The current bikes were due for replacement in 2015. Staff plans on keeping some of the older ones that are in better shape while trading in the others. The final proposed recommendation for ASFC is for the back hallway at Ackerman Sports and Fitness Center to be converted into a sports and fitness performance area. This was previously recommended when an update business plan for Ackerman was presented to the Board. This area which currently is passive, unused space would increase the value and opportunities in personal training and generate additional revenue once the improvements were paid for within 18 -20 months. The expense to covert the space which is budgeted for $15,000 would be paid for out of the Ackerman asset replacement fund and paid back with revenue generated by that area over the next 18 – 20 months.

The Board discussed how the funds would be replaced from the capital replacement fund. Some Board members questioned whether the funds should come from the Ackerman asset replacement fund or out of operating since the performance area is not an existing asset. It was also asked of staff if there were contingency plans if group exercise classes would begin to fill up. Overall, the consensus of the Board was in agreement with the recommendations.

Director Harris presented a revised plan for Lake Ellyn Park improvements for 2014 which now would include $370,000 of park improvements for next year while also applying for an OSLAD grant in 2104 related to additional Lake Ellyn Park improvements. While the specific improvements for both recommendations are still to be determined, they would be consistent with the master plan. Most likely the playground replacement would be included in the OSLAD grant pushing that to 2016. As a result staff has recommended the replacement of a small neighborhood playground (Danby Park) in 2014.

The Board was satisfied with the revised plan for Lake Ellyn Park that was presented, with some Board members encouraging some of the improvements be performed in-house while other Board members believed it was important to use outside assistance.

IX. Glen Ellyn Park District / District #87 Intergovernmental Agreement
Director Harris stated that information was provided to the Park Board of Commissioners on Friday, November 22 for review. This evening is an opportunity for questions and comments to be presented. We are not seeking a decision however it is hoped that the item could be advanced to the December 17 Board meeting for action.

The proposed agreement is an outcome of discussion that has taken place over the past year. It represents a mutually agreed upon commitment by both the Park District and District 87. In recommending the agreement, the Park District acknowledges that the School District uses a considerable more time of the Park District properties and facilities then vice versus. We also acknowledge that both are government agencies whose respective broad mission is to largely serve and provide recreational and educational opportunities. It is also agreed that many of the constituents of the Glen Ellyn Park District and Glenbard West High School (the benefactors of
the agreement) are the same. Both agencies are largely tax supported and have many more needs than financial resources. The proposed agreement attempts to provide athletic opportunities for Glenbard West who has very limited resources for their teams and participants. Glenbard West along with Glenbard South has facilities that are unique and helpful to the Glen Ellyn Park District in satisfying its participant’s needs. Many I.G.A.’s do not exchange money but mutual services. However, the High School need is much greater so they are willing to additionally compensate the Park District for that time. Those dates and times requested by the High School for the most part take place during periods which do not adversely affect Park District participation or programs nor prevents the Park District from renting to other entities for higher revenue.

Over the past several years, the Park District athletic programs continue to expand. The current makeup of the Park District properties particularly the outdoor facilities are challenged and are difficult to maintain at an adequate standard. While not a priority particularly with limited financial resources and many other needs, a synthetic turf field has been presented previously as a possible solution to the field challenges. As the discussions to consolidate several current and recently expired I.G.A.’s between the School District and Park District, the idea of the installation of synthetic turf at Newton came about. The upper Newton Field is used on average 20 days a year and sits dormant for the remainder time. In a time when field space for the Park District programs is limited and availability stretched beyond our inventory, making upper Newton Field available nearly 300 days a year would provide tremendous opportunity and improve the overall quality of all the fields.

In order to achieve the possibility of turfing Upper Newton, the goal was to create a consolidated intergovernmental agreement with District 87 based on user fees and other revenue opportunities to contribute towards the installation of turf and possible lights. The agreement that is before you represents those efforts. If approved, the Park District then would pursue the turfing of upper Newton and continue to attempt to make the financial impact upon the Park District as minimal as possible. The District has already received financial commitments from the Golden Eagles and as provided has a financial plan that not only pays for the installation of the turf but the replacement of that turf.

This evening is an opportunity for questions and comments. I did receive several questions prior and prepared to address those as well. Finally please keep in mind that approving the I.G.A. does not obligate the District to turfing. That decision would be made in the first few months based on bid results.

**Commissioner Creech left at 8:34 p.m.**

The Board had a lengthy discussion in regards to how much money the School District should be contributing to the agreement, the cost of having lights and if there would be any additional money received if lights were installed.
The Board discussed looking at including CPI in the agreement, along with inflation. The Board also recommended having a public meeting to gather neighborhood input regarding turfing Newton Park. The Board directed Harris to further discuss the agreement with District 87 and to clarify several items within the proposed I.G.A. Further discussion will take place at the December 17th meeting.

X. Director’s Report
Director Harris thanked the Board for allowing several Park District maintenance staff to go to Washington Illinois to assist with the tornado relief efforts. The maintenance staff that went down state were Brian Cannaday, Kevin Blum, Tim Leonard, and Dave Rajeck, Director Harris also mentioned that the parks department had more volunteer’s then available spots.

Director Harris also mentioned that the Turkey Trot 5 miles run took place Thanksgiving morning and thanked Recreation Supervisor Robinson for her hard work and said that participants were very complimentary of her efforts. Harris explained that this event is generally a one – two person operation but she did have help from Anne Bennett, Jessica Marquez and Courtney O’Kray. He also mentioned a nice article that will be in the Trib Local about outdoor ice skating. Superintendent Hopkins said that the parks department will install the new liner at Newton next week for ice skating.

Superintendent Esposito stated the Glen Ellyn Lightning Running Club had several participants who went down to nationals in Louisville. There were no big winners but they had a great time.

Director Harris reminded the Board that Breakfast with Santa, Polar Express and Santa Visits are all right around the corner. Staff will also be following up soon with a report about the free week at Ackerman Sports and Fitness Center. Also, the Park District is reapplying for the IGIG grant for Ackerman parking lot, a public meeting will be held at Spring Avenue Recreation Center regarding the Ackerman Park Master Plan on December 10th and the dual facility study continues.

XI. Commissioners Report
Commissioner Dunn announced that he will not be in attendance at the December 17th Board meeting.

Commissioner Cornell expressed her appreciation for staff that went down to Washington, Illinois to help with the Tornado relief efforts, and acknowledgement for the great PR and how happy she is about the Sunshine Award.

President Kinzler said that Commissioner Creech received an email from someone who no longer lives in Glen Ellyn congratulating the Board about the Sunshine award, and he also said how great it was that staff went down to Washington, Illinois.
XII. Adjourn to Executive Session
At 9:57 p.m. Commissioner Dunn moved, seconded by Commissioner Pierce, to convene 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, Nephew, Cornell, Mayo, and President Kinzler.
Nay: None.

Motion Carried.

XII. Return to Open Session
The workshop meeting reconvened at 10:15 p.m.

XIV. Adjourn
There being no further business, Commissioner Nephew moved, seconded by Commissioner Pierce, to adjourn the Workshop Meeting at 10:15 p.m.

Motion Carried.

Respectfully submitted,

Katherine Wendland
Board Secretary