I. Call to Order
President Mayo called the meeting to order at 7:02 p.m.

II. Roll Call of Commissioners
Upon roll call, those answering present were Commissioners Pierce, Dunn, Creech, Nephew, Kinzler, and President Mayo. Commissioner Cornell arrived at 7:18 p.m.

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

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

IV. Changes to the Agenda
None.

V. Public Participation
None.

VI. Consent Agenda
Commissioner Dunn moved, seconded by Commissioner Kinzler, to approve the consent agenda.

Roll Call: Aye: Commissioners Dunn, Kinzler, Pierce, Creech, Nephew and President Mayo.

Nay: None.

Motion Carried.

VII. New Business
A. 2014 Gator Swim Team Update Including Introduction of New Head Swim Team Coach
Superintendent of Parks and Recreation Kathleen Esposito gave us a brief background on the Gators Swim Team. The popularity of this program has grown over the years. A primary reason for this is due to the volunteer groups. Parent volunteers help significantly with meets, coordinating events, and their overall dedication to the Gators. Second is the dedicated coaching staff of the Gators program. Many have been in the Gator program as swimmers in
addition to coaching the past few years, have a passion for working with children, and have a background in competitive swimming. One of the key roles of this program is the head coach. Last year after eleven years with the Gators, Kristie Hyosaka decided to retire. Kristie was very well respected, loved, and was instrumental in the overall growth and success of the program. After a state wide search the Glen Ellyn Park District hired Katie Sivak. Katie Sivak has a strong background in swimming. She works part time at BR Ryall YMCA Swim Club as their development coach, their strength and conditioning trainer, and their team administrator. She has extensive experience in coaching and teaching at a variety of skill levels. Her passion involves swimming as does that of her family. She is well respected by her community and we welcome her to the Gator Family.

B. Citizen’s Finance Committee Long-term Financial Overview
Superintendent of Finance and Personnel Nick Cinqugrani introduced Don St. Clair of the Citizen’s Finance Committee. Mr. St. Clair gave a brief long term financial forecast of the Park District. The presentation is to give an overview of the long-term financials as the Park District heads into their Strategic Planning meeting next Saturday May 31st.

The CFC takes a different view of the financials then what you see in the more formal final statements distributed at meetings. However, the two views come out the same in the end. The funds view looks at how we administer the cash fund by fund and the operating view, which the CFC looks at, looks at why we are spending money and where we are generating it from so that we can spend it. The CFC is basically separating things into money associated with day in and day out operations and year in and year out. The Capital side is much more difficult, we have different challenges. Mr. St. Clair then discussed the Sources and Uses of Funds regarding the 2014 Budget, please refer to page 4 of the CFC Long-term Financial Overview handout for more details. He discussed how this breaks out the money we collect from the taxes and the money we collect from non taxpayer funds. Mr. St. Clair states that we take the operating levies and usage fees for operating costs and the result is hopefully an operating surplus. This does not include any Capital. With a surplus, the first thing we need to use that money for is debt service, bonds or debt we occurred already. As a result, debt service uses up some of our operating surplus. The next priority with the operating surplus is replacement costs, expenditures that are needed to maintain existing structures and areas. In 2014 we have used up our operating surplus and are drawing down from Capital Reserves. We then have Capital Improvements that are needed and again we are drawing from the Capital Reserves this year. President Mayo asked if there were any questions and explained how this will be a good use as we go into our Strategic Planning Session. This is a good picture of how the flow of funds will work. Mr. St. Clair explained how this tree is strictly from an operating view and not a fund view. He discussed how after the planning session, once the Board has listed some priorities, the CFC will reconvene and do another picture for 2015, 2016 and so on if need be. He explained the comparative views between the operational perspective and the statutory or fund perspective which results in the change in operating funds of $130,000 for 2014. Mr. St. Clair then looked at the Park District operating results, the operating revenue versus the operating expenses. This is beneficial to compare with our growth rates, higher operating revenue and user revenue is an asset resulting in an operating surplus. It would be beneficial if
we can continue on with an operating surplus because it funds down to the Capital Account. We now manage our fund balances and have maintenance levels to help with future planning. Mr. St. Clair then discussed managing the overall Tax Load including operating levies and existing non-ref levies. The current levy structure is capped at CPI. We can levy for less but not more at any given time. This effects our long range planning. Mr. St. Clair now looks at the Capital viewpoint. The two important parts of this are the Replacement Expenditures and Improvement Expenditures. Ongoing replacement expenditures are those that have a high count and medium life span of 3-10 years. These are items that require an annual allocation for planning such as maintaining playgrounds, pavement, and vehicles. Then there are the longer term replacement expenditures, which are more difficult to estimate and more expensive, such as roofs, HVAC, and pool decks. This gives us an idea of our existing facilities and what we will need to maintain in the years ahead. Lastly, there are the improvement expenditures which we will need to decide which improvement to move forward with and how to fund. Mr. St. Clair wrapped up his discussion with explaining that when you improve you will also need to maintain those improvements in the years ahead. Authorizing a capital improvement effectively commits future replacement expenditures. This leaves us to a challenge ahead for long term capital projects. This leads into our task for the Strategic Planning Session and allocating priority projects.

President Mayo thanked Don St. Clair of the CFC and Superintendent Nick Cinquegrani for all of their hard work in preparing financial information for the upcoming Strategy Meeting.

C. Overtime Compensation Policy  
Superintendent of Finance and Personnel Nick Cinquegrani discussed the new Overtime Compensation Policy. Currently our pay week runs Sunday through Saturday and our payroll varies between departments and was not always consistent. Now with the new accounting software and eventually the new time clocks, this was the opportune time to implement a more cohesive pay period among departments. This would help financially from an overtime standpoint and to provide consistency across the departments. In the Parks department, currently their pay period is Monday through Sunday. If a weather related event occurred on a weekend it would result in significant overtime pay. By adjusting the pay period to Saturday through Friday, it could allow the Parks department the opportunity to have both the flexibility to control and contain those costs and maintain a schedule. Executive Director Harris stated that this is a delicate balance of managing staff’s time, efficiency, and morale to some degree as well. This would help staff for processing payroll over the weekend as well by allowing more time to submit weekend work hours on Monday.

Commissioner Kinzler moved, seconded by Commissioner Creech, to approve the overtime compensation policy.

Roll Call: Aye: Commissioners Kinzler, Creech, Cornell, Pierce, Dunn, Nephew, and President Mayo.

Nay: None.

Motion Carried.
VIII. Director’s Report
None.

Superintendent of Parks and Recreation Kathleen Esposito stated that it will be a busy week for the Park District with the Senior Wellness Fair on Wednesday, Sunset Pool and the Splash Pad opening on Saturday, and the Garage Sale at Main Street Rec Center on Saturday as well.

Superintendent of Finance and Personnel Nick Cinquegrani stated that the accounting software is coming along with a target date of June 6 to begin the conversion process and July to go live.

IX. Commissioner’s Report
Commissioner Dunn stated that he attended the Park District Environmental Committee meeting. Dunn stated how more volunteers have come forward to help Renae Frigo maintain our parks and vegetation, from Eagle Scouts to community volunteers.

President Mayo stated that some terms for members of the CFC are coming up and there will be some open positions in the near future. Mayo attended a Capital Improvements Committee meeting at the Village of Glen Ellyn and was very impressed with the presentation “Move Glen Ellyn” to make Glen Ellyn a more bike friendly town. Mayo feels it is important for our Park District to support our community. Executive Director Harris was encouraged by the outcome and that the Village of Glen Ellyn included many of our properties within their plan.

X. Adjourn to Executive Session
At 8:20 p.m. Commissioner Kinzler moved, seconded by Commissioner Dunn, 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.

\[ \text{Roll Call:} \quad \text{Aye: Commissioner Kinzler, Dunn, Cornell, Pierce, Creech, Nephew, and President Mayo.} \\
\text{Nay: None.} \]

\[ \text{Motion Carried.} \]

XI. Adjourn
There being no further business, Commissioner Kinzler moved, seconded by Commissioner Dunn to adjourn the Regular Meeting at 10:20 p.m.

\[ \text{Motion Carried.} \]

Respectfully submitted,

Dave Harris
Board Secretary