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 Pierce, Creech, Nephew, Weber, Wilson, and President Kinzler. Commissioner Cornell was absent.

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

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

IV. **Changes to the Agenda**
None

V. **Volunteer Recognition – Eagle Scouts**
The Glen Ellyn Park District acknowledged the contributions of two Eagle Scouts who completed their projects this past spring/summer with the Park District. Both gentlemen pursued construction projects that will benefit park users and wildlife found within our community’s natural areas.

Naturalist Renae Frigo discussed Dain Colliander’s project and displayed pictures of the progression. Dain is a member of Glen Ellyn Boy Scout Troop 41 and attends Glenbard West High School. Dain built twenty-two (22) bird houses in total, recruited and organized 10 people to assist and dedicated nearly sixty (60) hours of his time.

Ryan Bodzioch is a member of Glen Ellyn Troop 46 and also attends Glenbard West High School. Ryan presented a slideshow of his project which consisted of a large kiosk and bench which is currently located by the main parking lot of Churchill Park near the picnic shelter. Ryan also used many volunteers and dedicated over one hundred forty (140) hours to his project. He was able to fund his project through contributions which exceeded his cost and thus resulting in a $980 surplus which was donated to the Glen Ellyn Park District.
The Park Board of Commissioners and staff commended the Eagle Scouts for their efforts, contributions and their willingness to dedicate their time to the Park District and Community.

VI. Public Participation
None.

VII. Voucher List of Bills Totaling $437,383.76
Commissioner Creech moved, seconded by Commissioner Weber, to approve the Voucher List of Bills totaling $437,383.76.

Nay: None.

Motion Carried.

VIII. Lake Ellyn Park Improvements Construction Management Payout Request #11
Superintendent of Parks and Planning Hopkins briefly discussed payout request #11 for Lake Ellyn Park Improvements – Construction Management Services. Hopkins stated that with the Boathouse completed, the final punch list items are being addressed. Hopkins also stated that the final payment should occur within the next month.

Hopkins said that staff recommends placing the payout request #11 in the amount of $183,150.69 on the consent agenda for the Regular Board meeting on September 20, 2016 and after a brief discussion the Board concurred.

IX. Ackerman Field Lights Payout Request #1
Superintendent of Parks and Planning Hopkins discussed the status of the Ackerman Field Lights project. To date the concrete foundations have been installed, conduit has been pulled and the majority of the spoils have been repurposed. Hopkins stated that the lighting equipment and poles are due to arrive in early September.

Hopkins said that upon completion of the application and certification, staff recommends placing payout request #1 in the amount of $179,187 for Musco Sports Lighting on the consent agenda for the Regular Board meeting on September 20, 2016 and after a brief discussion the Board concurred.

IX. Auditors RFP
The Park District issued a “Request for Proposal” (RFP) seeking applications from qualified and experienced local government accounting firms to complete our annual financial audit of the Park District that is required annually per Illinois State statutes. Four (4) firms responded to the RFP and the results were discussed and reviewed at the Citizens’ Finance Committee (CFC) meeting in late August. The CFC has recommended approving Lauterbach & Amen’s proposal for auditing services for fiscal years 2016-2018 with options for fiscal years 2019 and 2020 for
the amount not to exceed $71,250.00 over the course of five years. The CFC also recommended changing their key engagement personnel within the firm to oversee the audit process. While they were not the lowest bid, the CFC stated that Lauterbach & Amen specialized in servicing local government clients, provides training and educational opportunities for their clients at no cost and provides year round support on various issues.

Staff recommended formal action will take place as part of the consent agenda at the Regular Meeting on September 20 and after a brief discussion with the Park Board of Commissioners they were in support of staff’s recommendation.

X. 2017 Budget Assumptions Discussion
Superintendent of Finance & Personnel Cinquegrani discussed that preparation for the annual operating budget for the 2017 calendar year is currently underway. A chart of “2017 Budget Assumptions” was distributed and discussed providing key components of the annual operating budget. Cinquegrani then discussed a timeline of the 2016 tax levy, 2016 non-referendum bond issuance and the 2017 budget process.

Key discussions amongst Board members involved the IT support and maintenance services for the Park District and staffing changes. The Park Board of Commissioners posed questions regarding the possible staff changes and Supervisor of Recreation Esposito explained the direction of the possible changes and the role that would be served. Commissioners then discussed other elements of the operational budget including merit increases and employee insurance costs. Cinquegrani concluded by stating the budget process will continue to be discussed throughout the fall and into winter and a rough draft of the budget should be presented to the Board in mid-October.

Commissioner Nephew departed the meeting at 8:40 p.m.

XI. Staff Reports
Executive Director Harris stated that Labor Day weekend was busy for the Park District facilities with the pool closing Monday evening and ending a successful year, splash pad having a busy year and Maryknoll having a tremendously busy Labor Day weekend selling out of golf clubs. Harris said Preschool began today and reminded Board members that a public meeting will take place on September 22nd regarding the possible addition of athletic lights at Newton Park with letters being sent to the nearby neighbors on Friday. Harris also said the first Environmental Advisory Committee meeting will take place on September 15th at the Spring Avenue Recreation Center.

XII. Commissioners’ Reports
Commissioner Wilson discussed use of the Boathouse over the last weekend by the Art Festival attendants. Wilson inquired if the Boathouse would be open to the public during weekend times and Harris discussed the Lions Club use of the facility and said it would not be prudent to have the Boathouse available to the public at all times and is not needed especially now since the outdoor restroom facility is available.
XIII. Adjourn
There being no further business, Commissioner Creech moved, seconded by Commissioner Weber to adjourn the Workshop Meeting at 9:00 p.m.

Roll Call: Aye: Commissioners Creech, Weber, Pierce, Wilson and President Kinzler
Nay: None.

Motion Carried.

Respectfully submitted,

Kimberly Dikker
Board Secretary