

**Glen Ellyn Park District
Board of Commissioners
Workshop Meeting
February 7, 2017
185 Spring Avenue**

I. Call to Order

President Kinzler called the meeting to order at 7:02 p.m.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Pierce, Nephew, Wilson, and President Kinzler. Commissioner Cornell arrived at 7:22 p.m. and Commissioner Creech and Weber were absent.

Staff members present were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Superintendent of Recreation Esposito, Superintendent of Parks & Planning Hopkins, 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

President Kinzler discussed the passing of Stuart Steven “Stu” Stone, who was a dedicated volunteer within the Glen Ellyn Community and a longtime volunteer and Fire Chief for the Glen Ellyn Volunteer Fire Department. President Kinzler discussed Mr. Stones many accolades and asked for a moment of silence to honor his name.

V. Public Participation

VI. Voucher List of Bills Totaling \$213,090.58

Commissioner Pierce moved, seconded by Commissioner Nephew, to approve the Voucher List of Bills totaling \$213,090.58.

*Roll Call: Aye: Commissioners Pierce, Nephew, Wilson and President Kinzler.
Nay: None.*

Motion Carried.

VII. Monarch Butterfly Resolution – Resolution #17-01

Glen Ellyn Park District Naturalist, Renae Frigo, stated that the Glen Ellyn Park District was approached by the DuPage Monarch Project requesting that the Park District adopt a

Resolution to support and expand available habitats for Monarch butterflies and other native pollinators. The DuPage Monarch Project is in collaboration with various municipal and local entities with a mission of supporting Monarch conservation.

Naturalist Frigo discussed the many Monarch conservation projects and programs that have been provided for the community over the past few years. Connie Schmidt of the DuPage Monarch Project spoke and stated that this Resolution would reinforce the Glen Ellyn Park District's commitment to supporting and enhancing the Monarch butterfly population and praised the Glen Ellyn Park District's leadership in this cause. The Park Board of Commissioners posed a few questions to Ms. Schmidt regarding Monarch conservation and Commissioner Nephew then moved, seconded by Commissioner Pierce, to approve Resolution #17-01 "A Resolution Authorizing The Glen Ellyn Park District To Enhance And Expand Available Habitat For Monarch Butterflies And Other Pollinators".

*Roll Call: Aye: Commissioners Nephew, Pierce, Wilson, and President Kinzler
 Nay: None*

Motion Carried

VIII. Wight Construction Management Agreement

Executive Director Harris discussed the various components of the Lake Ellyn Park Improvement Project from fruition. Harris stated that certain elements were deferred as a significant source of funding (\$400,000 O.S.L.A.D. matching grant) was suspended by Governor Rauner when he took office. After completion of the Boathouse restoration, the Park District was notified that funding for the O.S.L.A.D. grant was to be reinstated in the coming months.

Harris discussed the elements of the O.S.L.A.D. grant that were included in the previous plans provided with direction from Conservation Design Forum (CDF). These elements have been publically noticed and the results of the sealed bids would be discussed later in the meeting. In anticipation of implementation of the O.S.L.A.D. project, staff recommended engaging Wight Construction to provide management services on this project. Harris discussed Wight Construction's prior engagement with the Lake Ellyn Park Improvement project and the Boathouse renovation, stating that their services were well received, within budget and attained project completion in a timely manner.

The Park Board of Commissioners discussed Wight's involvement with the project to date and discussed the fees involved. Commissioners questioned the fees for compilation of the bid packages and the management services fee of \$57, 180 for the O.S.L.A.D. component project. Director Harris stated that the fees fall within the specifications of the O.S.L.A.D. grant and after further favorable discussion the recommendation of construction management services with Wight Construction will advance to the Regular Board meeting on February 21, 2017 for formal approval.

IX. Lake Ellyn Park Improvement Bid Results Discussion

Superintendent of Parks & Planning Hopkins stated that the legal bid notice for the Lake Ellyn Park Improvements (O.S.L.A.D.) project was publically noticed on January 17, 2017 and bids were opened and publically read on Wednesday, February 1st. This portion of the Lake Ellyn Master plan will involve playground replacement, fishing pier, interpretive and landmark signage, reconfiguration of paths, park amenities, vegetative restorers and landscape improvements.

The bid packages were divided amongst five (5) various trades including concrete, electrical, playground installation, landscaping and signage. Staff along with Wight Construction conducted a full review of all bids and presented their findings to the Park Board. The Park Board of Commissioners had a discussion of the various elements and monetary amounts of the presented bids. Bids presented were within the proposed scope of the O.S.L.A.D. grant. Staff recommended upon full review of the individual bids and references of the various contractors, advancing the approval of the Lake Ellyn Park Improvements (O.S.L.A.D.) bid results to the Regular Board Meeting held on February 21, 2017 for Board approval. The Board looked forward to the final completion of review.

X. Travel Reimbursement policy update – Ordinance #17-01

Superintendent of Finance & Personnel Cinquegrani stated that the Local Government Travel Expense Control Act (Public Act 099-0604), which went in to effect last year, requires all local governments to update its travel reimbursement policy prior to June 29, 2017. Subsequent to this memo is ordinance 17-01 which would repeal two sections of the park district policy manual (Exhibit A - regulating employee travel reimbursements and Exhibit B – regulating Board of Commissioners travel reimbursements) and replacing those policies with the new updated policy which satisfies the new requirements. The updated policy (Exhibit C) has been drafted by park district legal counsel and has been recommended for formal Board approval.

The Park Board of Commissioners had a brief discussion of this proposed policy and will hold a formal approval of this amended policy at the Regular Meeting held on February 21, 2017.

XI. Staff Reports

Superintendent of Recreation Esposito announced that the annual Daddy/Daughter dance will take place this weekend on both Friday and Saturday nights at the Main Street Recreation Center. The event will host roughly 175 people each evening and is a popular event. Executive Director Harris stated that Ackerman has been very busy over the past few months and staff has been commended for managing this increase in membership and activity. Harris hopes to recognize various employees of the Ackerman facility at a future Board Meeting.

XII. Commissioners' Reports

Commissioner Pierce was happy to hear the upgraded Ackerman Lights have been installed and inquired on the status of the Ackerman Parking lot. Pierce also thanked Renae for the work day workshops with the various Alliances of Glen Ellyn. Commissioner Cornell discussed the productive meeting for the Environmental committee and the ideas brought forth for

community outreach. President Kinzler complimented the Park District annual report and commended former Commissioner Mayo for keeping in touch with the Park District.

XIII. Adjourn to Executive Session

At 8:32 p.m. Commissioner Nephew moved, seconded by Commissioner Pierce, to convene into executive session under Section 2 (c) 1 of the Open Meetings Act for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the District, Section 2 (c) 6 for the discussion of setting a price for the sale or lease of a property owned by the District and Section 2 (c) 21 for the discussion of the minutes of prior executive session meetings, for the purpose of review, approval or release of such minutes.

*Roll Call: Aye: Commissioners Nephew, Pierce, Cornell, Wilson and President Kinzler
Nay: None.*

Motion Carried.

XIV. Reconvene to Open Session

The Workshop Meeting reconvened at 10:44 p.m.

XV. Adjourn

There being no further business, Commissioner Pierce moved, seconded by Commissioner Wilson to adjourn the Workshop Meeting at 10:45 p.m.

*Roll Call: Aye: Commissioners Pierce, Wilson, Cornell, Nephew, and President Kinzler
Nay: None.*

Motion Carried.

Respectfully submitted,

Kimberly Dikker
Board Secretary