

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
December 3, 2019
185 Spring Avenue**

I. Call to Order

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

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Stortz, Nephew, Weber, Bischoff and President Ward. Commissioner Cornell arrived at 7:27 p.m. and Commissioner Durham was absent.

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

III. Pledge of Allegiance

President Ward led the Pledge of Allegiance

IV. Changes to the Agenda

Executive Director Harris stated that agenda item (X.D) regarding Ackerman & Churchill Asphalt Improvements Payout Request #3 has been removed as no information was provided for that payout. This will be deferred to a later meeting.

V. State of Illinois Proclamation 100-Year Recognition – State Representative Terra Costa Howard

Executive Director Harris introduced State Representative Terra Costa Howard and provided a brief background of her previous involvement with the Park District and her recent efforts to support the District. Representative Costa Howard then presented the Glen Ellyn Park District with House Resolution No. 476 on behalf of the State of Illinois House of Representatives 101st General Assembly, congratulating the District on its 100th anniversary on November 3rd, 2019. Representative Costa Howard read the Resolution and commended the District for its tremendous efforts over the years on not only providing recreation to the community but doing so in a fiscally responsive manner. The Park Board of Commissioners thanked Representative Costa Howard for her efforts and for the distinguished recognition.

VI. Recognition/Report – Eileen Mullin-Gasteier, Fall Fete recap

The Glen Ellyn Board of Commissioners recognized Eileen Mullin-Gasteier for her outstanding efforts in planning, organizing and staging the inaugural Fall Fête, *Whiskey, Wine and Whimsy* event held on Saturday, November 2, 2019.

President Ward stated that the Fall Fete event was to create a fun and celebratory evening for our community while also promoting the District’s 100-year anniversary as well as raise funds and awareness for the District’s scholarship program through the Friends of Glen Ellyn Parks Foundation. Through Eileen’s passion, event planning skills and community contacts, those goals were met and exceeded. Ward said 175 people attended the event and enjoyed an evening of excellent food and beverages, socializing with neighbors and friends in the beautifully decorated Lake Ellyn Boathouse and generously donated over \$30,000 throughout the evening. Ward described Eileen’s efforts to secure generous sponsors and creative raffle and auction items and was very grateful to Eileen for understanding the vision and achieving both the financial and scholarship awareness goals of the event.

The Park Board of Commissioners and staff praised Eileen Mullin-Gasteier for her efforts and hard work in helping to provide the first Friends of the Glen Ellyn Parks Foundation Fall Fête fundraising event to the community.

VII. Public Participation

Kelly Kalinich, President of the Glen Ellyn Public Library Foundation, addressed the Board regarding the Library staging a fundraising event in on November 7th, 2020. Kalinich asked the Park Board for their consideration in having Fall Fete during the same time period.

VIII. Consent Agenda

Commissioner Nephew moved, seconded by Commissioner Weber, to approve the Consent Agenda including the Voucher List of Bills totaling \$781,544.37, the November 12, 2019 Regular Meeting minutes and the 2020 Proposed Board Meeting Schedule.

Roll Call: Aye: Commissioners Nephew, Weber, Cornell, Stortz, Bischoff and President Ward
Nay: None

Motion Carried.

IX. Public Hearing for the 2020 Budget and Appropriation Ordinance

President Ward addressed the public hearing for the 2020 Budget and Appropriation Ordinance. Commissioner Stortz opened the public hearing, seconded by Commissioner Bischoff. There being no comments from the public, Commissioner Stortz moved, seconded by Commissioner Bischoff, to close the public hearing for the 2020 Budget and Appropriation Ordinance.

Roll Call: Aye: Commissioners Stortz, Bischoff, Cornell, Nephew, Weber and President Ward
Nay: None

Motion Carried.

X. Unfinished Business

- A. Approval of the 2020 Budget & Appropriation Ordinance 19-02

Superintendent of Finance & Personnel Cinquegrani presented the revised version of the 2020 Combined Budget & Appropriation ordinance that was previously presented and discussed at the November 12, Regular Meeting. The Park Board had a brief discussion. Commissioner Nephew discussed scholarship funding pertaining to the 2019 and 2020 budgets. She asked for clarification regarding those estimates as it appeared donations from the Fall Fete were replacing Park District budgeted funds. Staff explained that the Park District is still allocating District funds to the Scholarship budget. Any additional funds raised toward the Scholarship funds as a result of Fall Fete would be in addition to the budgeted Park Districts funds. Due to the increased fundraising efforts, there will likely be additional financial aid available. As a result, staff will be presenting revisions to the financial aid policy reflecting the added revenue and increasing the per family yearly allocation in early 2020. Superintendent Cinquegrani requested that the changes be made after approval of the Budget Ordinance so that the vote on the Budget & Appropriation Ordinance would not have to be postponed. Commissioner Nephew agreed and following the discussion Commissioner Weber moved, seconded by Commissioner Stortz, to approve Ordinance 19-02 "A combined annual budget and appropriation ordinance for the purposes of the Glen Ellyn Park District for the year beginning January 1, 2020 and ending December 31, 2020."

Roll Call: Aye: Commissioners Weber, Stortz, Cornell, Nephew, Bischoff and President Ward
Nay: None

Motion Carried.

B. Ackerman Park Improvements Phase IV – Payout Request #6

Executive Director Harris presented the Ackerman Park Phase IV Improvement Project Payout Request #6 from Wight Construction and discussed the status of the project. Following a brief discussion, Commissioner Weber moved, seconded by Commissioner Bischoff, to approve Wight Construction payout request #6 for the Ackerman Park Phase IV Improvements-Construction Management Services in the amount of \$111,895.12

Roll Call: Aye: Commissioners Weber, Bischoff, Cornell, Stortz, Nephew, and President Ward
Nay: None

Motion Carried.

C. Walnut Glen Park Playground Request #2

Project Manager Troia then presented Walnut Glen Park Playground payout request #2 from D & J Landscape Inc. Troia provided an update to the project and the Park Board held a brief discussion. Following discussion, Commissioner Cornell moved, seconded by Commissioner Stortz to approve D & J Landscape Inc. payout request #2 for Walnut Glen Playground Renovation project in the amount of \$34,619.76.

Roll Call: Aye: Commissioners Cornell, Stortz, Nephew, Weber, Bischoff and President Ward
Nay: None

Motion Carried.

D. Ackerman & Churchill Asphalt Improvements Payout Request #3
Agenda item removed.

XI. New Business

A. Park District Policy Manual Updates

Superintendent of Finance and Personnel Cinquegrani presented several policies to the Glen Ellyn Park District Policy Manual that have been added, amended and revised. The policies pertained to the Financial Policy Manual and the Personnel Policy Manual and reflect changes needed per the direction of counsel and our Park District Risk Management Agency as well as for best practices. Following a brief discussion among the Board, Commissioner Stortz moved, seconded by Commissioner Bischoff to amend Chapter II, Section 2.00, Investment Policy, amend Chapter III, Section 6.05, Victims' Economic Security and Safety Act (VESSA) Policy, approve Chapter III, Section 8.32, Pregnancy Discrimination Policy, amend Chapter III, Section 11, Disciplinary Action Policy, remove Chapter III, Section 14, Drug-Free Workplace Policy, Chapter III, Section 15, Alcohol and Drug Abuse Policy, and Section 16, Alcohol and Drug Procedure for CDL Employees and approve Chapter III, Section 12, Alcohol and Drug Free Workplace Policy, as presented.

Roll Call: Aye: Commissioners Stortz, Bischoff, Cornell, Nephew, Weber and President Ward
Nay: None

Motion Carried.

B. PARC Grant Resolution 19-04

Project Manager Troia stated that the Park District will be submitting a PARC (Parks and Recreational Facilities Construction Program) grant application for elements of possibly implementing significant improvements to Ackerman Sports and Fitness Center beginning in 2020. Funds have been appropriated for the PARC grant during the next application cycle and applications are due January 1, 2020. As part of the grant requirement, the Glen Ellyn Park District must approve a "Resolution of Authorization" including affirming that the Park District has the necessary funds for the project and that the Park District must comply with the conditions, terms and regulations of the PARC program should the District be fortunate to be selected as a grant recipient. The Park Board had a brief discussion of the parameters of the grant and the process involved. Following, Commissioner Stortz moved, seconded by Commissioner Bischoff to approve the Resolution 19-04, a "Resolution of Authorization" specific to the PARC grant application for improvements to Ackerman Sports & Fitness Center.

Roll Call: Aye: Commissioners Stortz, Bischoff, Cornell, Nephew, Weber and President Ward
Nay: None

C. ASFC Improvement Recommendations

Executive Director Harris reminded the Board that in 2018, the Glen Ellyn Park District identified the need to review and develop a plan to maintain and improve Ackerman Sports and Fitness Center (ASFC) in the coming years. The Glen Ellyn Park District solicited proposals for architectural services for the redesign and renovation of the Ackerman Sports and Fitness Center development, an 88,000 square foot, sports and fitness facility. Following a Request for Proposal (RFP) process seeking Architectural Services, Wight Construction of Darien, IL was selected.

Harris introduced Bob Ijams and Lois Vitt Sale of Wight Construction Inc. who presented a preliminary conceptual plan with cost estimates to the Park Board. Ms. Sale led the presentation and discussed the preliminary proposed changes highlighted in the handout. She discussed the core areas and how they are currently being used and proposed changes to vestibule, fitness center area, studios and configuration layout. Sale discussed some of the changes in current use of fitness centers and how that can be applied to changes within Ackerman Sports & Fitness Center (ASFC). The Park Board held a lengthy discussion of the proposed changes and provided feedback on the various changes. Some of the feedback included adequacy of space within the vestibule area, the location and number of bathrooms within the second-floor area, proposed storage area within the gymnasium and allowable space for bleacher seating as well as functionality and phasing in of the proposed plans.

The Park Board and Wight Construction discussed the timeline, elements, competitiveness of the PARC Grant and the deadline of the application. The Board also discussed at length the hard cost estimates of the various proposed elements as well as the estimate of soft costs involved in the overall project. Staff discussed the upcoming Public Meeting that will be held on December 10th of 2019 at ASFC. Ms. Vitt Sale stated they would take the current direction from staff and the Park Board under review in revising various elements and suggested revisiting the plan prior to year-end of 2019 to allow for enough time to fully complete an application for the PARC grant submittal in January of 2020. The Park Board agreed and will hold a Special Meeting on Tuesday, December 17th to review ideas and suggestions received from Wight Construction and from the December 10th Public Meeting with hopes to achieve concise direction on various elements to be included within the application to the PARC grant for Improvements to ASFC.

XII. Staff Reports

A. Staff Reports

Superintendent Esposito briefed the Park Board of some of upcoming events within the District including the Christmas Sweater Shuffle race, Shop with a Cop, Breakfast with Santa, Polar Express and Santa Visits. Executive Director Harris thanked staff and the Park Board for their time and effort during the 2020 Budget process.

XIII. Commissioners' Reports

Commissioner Cornell described Park District Dance Instructor's Adult Dance party event held at the Lake Ellyn Boathouse and commented that all had a great time and loved the venue.

Commissioner Stortz commended Facility Manager Miller on his work at Ackerman Sports and Fitness Center. Stortz said his wife and daughter enjoyed their participation in the Turkey Trot. Commissioner Nephew inquired about celebrations for ASFC's 10th Anniversary and Facility Manager Miller stated that a celebration will take place in January and a BBQ would take place in June. Commissioner Bischoff enjoyed his first time participating in Platform Tennis and stated it was an enjoyable atmosphere. Commissioner Weber thanked Superintendent of Finance & Personnel Cinquegrani for his work on the budget and enjoyed his participation along with many family members in the Turkey Trot. Lastly, President Ward inquired on the setup of the sled hill and ice-skating rink at Newton Park in anticipation of Winter.

XIV. Adjourn to Executive Session

At 9:56 p.m. Commissioner Weber moved, seconded by Commissioner Nephew, to convene into executive session under Section 2(c)6 for the purpose of setting a price for the sale or lease of property owned by the District and Section 2(c)1 for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the District.

XV. Reconvene to Open Session

The Regular meeting reconvened at 10:35 p.m.

XVI. Adjourn

There being no further business, Commissioner Weber moved, seconded by Commissioner Bischoff to adjourn the Regular Meeting at 10:36 p.m.

Roll Call: Aye: Commissioners Weber, Bischoff, Cornell, Stortz, Nephew and President Ward
Nay: None

Motion Carried.

Respectfully submitted,

Kimberly Dikker