

**Glen Ellyn Park District
Board of Commissioners
Workshop Meeting
October 6, 2020
185 Spring Avenue**

I. Call to Order

President Ward called the meeting to order at 6:35 p.m. and stated one Commissioner, Commissioner Cornell would be participating remotely via Zoom.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Nephew, Durham, Weber, Bischoff and President Ward. Commissioner Stortz arrived at 6:55 p.m. and Commissioner Cornell joined via Zoom Meeting at 7:05 p.m.

Staff members in attendance were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Parks Project Manager Troia and Executive Assistant/Board Secretary Dikker.

III. Changes to the Agenda

Executive Director Harris stated that at the last Regular Board Meeting on September 15, 2020, the Park Board approved an IGA for participation in DuPage County local government COVID-19 reimbursement program between DuPage County and the Glen Ellyn Park District. A stipulation of that IGA required a Resolution to be enacted as well. That item will be placed on the agenda this evening for approval and per counsel will be placed on the agenda at the October 20th Regular meeting to be ratified again as well for further compliance and transparency.

IV. Public Participation

Citizens' Finance Committee member, Don St. Clair, and League of Women's Voter representative, Gail Bernstein were in attendance via Zoom platform.

VI. Voucher List of Bills

Commissioner Nephew moved, seconded by Commissioner Bischoff, to approve the Voucher List of Bills totaling \$211,486.05

*Roll Call: Aye: Commissioners Nephew, Bischoff, Durham, Weber, and President Ward
 Nay: None*

Motion Carried.

VII. Resolution 20-05 "An Intergovernmental Agreement for Participation in DuPage County Local Government COVID-19 Reimbursement Program"

Executive Director Harris discussed the IGA that was approved at the September 15, 2020 Regular Meeting that provides the Glen Ellyn Park District the opportunity to recoup some funds through

the CARES Act facilitated by the County of DuPage, and that the Park District has expended specifically due to COVID-19. In accordance with the IGA, a formal resolution must be approved by the Park District as well. Staff presented Resolution 20-05 approving of the IGA for participation in DuPage County local government COVID-19 reimbursement program between the County and the Glen Ellyn Park District and further stated that staff recommended approval of the Resolution to expedite compliance with the County requirements and, per counsel's direction, will also include this item on the agenda of the October 20th Regular meeting for ratification and transparency.

After a very brief discussion, Commissioner Bischoff motioned, seconded by Commissioner Durham to approve Resolution 20-05 "An Intergovernmental Agreement for Participation in DuPage County Local Government COVID-19 Reimbursement Program".

*Roll Call: Aye: Commissioners Bischoff, Durham, Nephew, Weber and President Ward
Nay: None*

Motion Carried

VIII. Place 2020 Tax Levy on file

Superintendent of Finance & Personnel Cinquegrani stated that consistent with previous years, staff is recommending approving a tax levy ordinance for 2020 that encompasses the amount of tax dollars allowed under the Property Tax Extension Limitation Law (PTELL). Staff recommended levying an increase of 4.95% to allow the District to capture new growth within the community, which is determined once the final property assessment numbers are available in April of 2021. Cinquegrani discussed the parameters of the 2020 tax levy, the prior tax levies of the District and answered questions from Park Commissioners. After a brief Board discussion, Commissioner Weber moved, seconded by Commissioner Bischoff, to approve Resolution 20-04 "Truth in Taxation Law".

*Roll Call: Aye: Commissioners Weber, Bischoff, Durham, Nephew, and President Ward
Nay: None*

Motion Carried

Commissioner Weber then moved, seconded by Commissioner Bischoff, to place the 2020 Tax Levy on file.

*Roll Call: Aye: Commissioners Weber, Bischoff, Nephew, Durham, and President Ward
Nay: None*

Motion Carried

IX. Sunset Pool Sand Playground Surface Replacement

Project Manager Troia discussed the proposal to improve the small playground within the gates of Sunset Pool. Troia stated that the playground is situated in a sand surface. Over the past several summers the area has been infiltrated with sand wasps, who nest and burrow within the

sand. They cannot be removed or eradicated effectively and as they can be aggressive; the sand playground area has had to be closed often for over half the season.

Troia proposed removing the sand surface and replacing it with a playground turf grass that is specifically designed for playgrounds (it does not require an infill). The turf provides a safe, durable, and impervious surface for the playground. Staff recommended the ForeverLawn Playground Grass Ultra and purchasing this through the HGAC Buy Purchasing Cooperative program. Troia stated this would be a welcomed improvement for Sunset Pool and should have a life span of 10 – 15 years.

The Park Board posed various questions regarding durability and maintenance and following Commissioner Durham moved, seconded by Commissioner Nephew to approve the proposal of ForeverLawn Chicago to install playground turf at Sunset Pool for \$27, 695.

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

Motion Carried

X. 2021 District Forecasting Discussion

A brief overview of the strategic agenda for the evening was provided. Executive Director Harris stated that due to the unique and unforeseen challenges during early 2020, the District has had the need to adjust and adapt in all aspects to the new guidelines the pandemic has brought. Based on its financial discipline and practices over the past years, the District fortunately was financially situated and prepared to withstand the challenges of the pandemic.

The presentation included a financial overview and forecast, review of capital projects from this past year along with proposed projects from 2021 through 2025, discussion of the impact of COVID-19 on the District and provided further discussion on additional subjects including the following - Sunset Pool, Ackerman Sports and Fitness Center, full time staff, the Johnson Center and Lenox Road Property.

A. Financial Overview & Forecast

Superintendent of Finance and Personnel Cinquegrani highlighted the financial planning calendar for the remainder of year while presenting the proposed 2021 annual budget and operating assumptions. Cinquegrani discussed staffing that has been adjusted in 2021 with the early retirement of two long-term employees and one employee that will retire next year as well as current vacancies that have purposely remained unfilled. The Park Board discussed the staffing, cost savings and the timeline for reevaluating and replacing staff. Cinquegrani then briefed the Board on available funding sources, fund balances, annual operating surplus, and special recreation levy. He provided that the assumptions were based off a conservative assumption of a zero operating surplus due to the uncertainty of District programs, events and facilities.

Cinquegrani reviewed the status and schedule of non-referendum bonds and the continued need as those funds support ongoing asset replacements and other maintenance obligations. The operating budget will be based on Illinois remaining in Phase IV of the Restore Illinois Plan. Despite the restriction and challenges those guidelines present, the Park District is in good financial shape even after having a \$1 million (approximately) negative impact to the budget due to COVID-19.

The Park Board discussed historical and projected operating surplus and would like to revisit its status throughout 2021. The Park Board looks forward to the presentation of the 2021 budget and commended the District on its ability to withstand the challenges during this time.

B. Capital Projects

Project Manager Troia discussed Capital projects that have been accomplished in 2020; Ackerman Park Improvement project, Safety Village and Sunset tennis court resurfacing and color coding, replacement of Ackerman indoor turf, SARC fence project for preschool classes and Maryknoll Parking lot, SARC/MSRC roof engineering and new restoration of pollinator beds at Maryknoll that was provided through a grant. Troia then identified the deferred projects due to the pandemic for 2020.

Troia then led the Park Board through a presentation of proposed Capital projects for 2021 and 2022 for the various parks and facilities of the District. Several larger previously proposed projects that were projected in 2024 and beyond have been deferred for future years including significant improvements to Sunset Pool, Ackerman Sports and Fitness Center and funds for possible land acquisition should something arise soon. Depending on the financial status of the District, some of these items could potentially be added.

C. COVID-19 Summary

In preparation for programs, events, and facilities for 2021 Executive Director Harris discussed that staff has prepared summaries and contingency plans for facilities, camps, special events and athletics based on potential restrictions and guidelines. Staff has included how programs and facilities have operated currently, how they will continue should Illinois remain in Phase IV and contingencies should they move back to stage III. Staff highlighted the financial impact of COVID-19 within their summary.

Harris highlighted discussion on Sunset Pool and walked the Park Board through a proposed operational plan should Illinois remain in Phase IV and the pool open in summer of 2021. Though stated the pool would achieve a significant loss, the Park Board felt the pool should create a positive experience for its patrons and staff should continue to assess ways that this balance can be achieved.

Harris then discussed the challenges with athletics in the future should we remain in Phase IV and with the limitations and guidelines that are provided. Staff suggested surveying the athletic patrons and various programs to gauge what constituents want out of their athletic programs so that staff can adjust the programs while still remaining compliant yet competitive and consistent

with comparable programs particularly involving various travel sport programs. The Park Board felt a survey would be useful at this time.

C. Other Topics

Executive Director Harris then identified additional topics that may warrant further discussion. Those topics included Sunset Pool, proposed improvements to Ackerman Sports & Fitness Center, the Johnson Center and Lenox Road property discussion.

Staff discussed the current challenges facing Sunset Pool regarding revenues and expenditures and the previous proposed updates to the Pool that were provided at an earlier Board meeting with consultants from FGM Architects. Staff would like the District to include questions pertaining to the pool when a Customer Attitude and Interest Survey is provided in the next two years so they can have further direction from the community.

Staff then discussed Ackerman Sports and Fitness Center and that the status of our PARC grant application remains unknown. As a reminder the process is very competitive.

Harris discussed the Johnson Center, including efforts to relocate as well as provided an overview of expenditures that will need to be addressed within the near future and ones that will have to be budgeted for future repairs. Given that the maintenance center will most likely remain in its current location, Staff suggested, and the Board agreed that a consultant/engineer be contacted to help create a long-term plan to address these elements over time.

Lastly, Harris discussed creating a plan of action for Lenox Road property in the near future. Harris suggested contacting the current homeowners (two remaining) to again gauge interest in the District acquiring their property. Additionally, the District should develop some more defined plans for repurpose of the property.

IX. Adjourn to Executive Session

At 9:55 p.m. Commissioner Bischoff moved, seconded by Commissioner Nephew, to convene into executive session under section 2 (c) 6 of the Open Meetings Act for the purpose of setting a price for the sale or lease of property owned by the District and under Section 2 (c) 1 for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel of the District.

XII. Reconvene to Open Session

The Workshop meeting reconvened at 10:30 p.m.

XIII. Adjourn

There being no further business, Commissioner Nephew moved, seconded by Commissioner Cornell to adjourn the Workshop meeting at 10:30 p.m.

Roll Call: Aye: Commissioners Nephew, Cornell, Stortz, Durham, Weber, Bischoff and President Ward

Nay: None

Motion Carried.

Respectfully submitted,

Kimberly Dikker
Board Secretary