

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
October 20, 2020
185 Spring Avenue**

I. Call to Order

Board Secretary, Kimberly Dikker, announced that a majority of the Commissioners were participating in the October 20, 2020 Regular meeting remotely via Zoom while Commissioner Stortz was present at the Spring Avenue Recreation Center. All verified that they were able to hear the discussion clearly. President Ward then called the Zoom meeting to order at 7:04 p.m.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Stortz, Nephew, Durham, Weber, Bischoff, and President Ward. Commissioner Cornell arrived in the Zoom meeting at 7:30 p.m.

Staff members attending via Zoom but located at the Spring Avenue Recreation Center were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani and Parks Project Manager Troia. Executive Assistant/Board Secretary Dikker participated remotely.

Guests in attendance included Don St. Clair of the Citizens' Finance Committee.

III. Changes to the Agenda

None.

IV. Public Participation

None.

V. Consent Agenda

Commissioner Nephew moved, seconded by Commissioner Durham, to approve the Consent Agenda including the Voucher List of Bills totaling \$205,658.79, the minutes from the September 15, 2020 Regular Meeting and the October 6, 2020 Workshop Meeting.

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

Nay: None

Motion Carried.

VI. Unfinished Business

A. 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 was to be approved by the Park District as well. To expedite compliance with the County Requirements 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 at the October 6th Workshop meeting where it was approved by the Park Board. Per counsel's direction this item will also be ratified at tonight's meeting for further transparency within the District.

Following, Commissioner Bischoff motioned, seconded by Commissioner Stortz to ratify Resolution 20-05 "An Intergovernmental Agreement for Participation in DuPage County Local Government COVID-19 Reimbursement Program".

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

Motion Carried

B. 2021 Budget Discussion

Superintendent of Finance and Personnel Cinquegrani presented and discussed the timeline of the 2021 budget. Cinquegrani discussed staffing levels for the upcoming year stating that three (3) full time positions have been eliminated for 2021 and two (2) full time positions will be modified, resulting in a decrease in full time staff from 32 to now 29 employees. He then highlighted 2020 year-end operating surplus estimates and proposed 2021 estimates based on the assumption that the State of Illinois remains in Phase IV of the 'Restore Illinois Plan'. He also presented a brief overview of the financial impact should the District revert to Phase III under the previous restrictions and guidelines. Cinquegrani then reviewed the fund balances, property tax history and tax rate comparisons as well as non-referendum bond issues. The Park Board commended staff in maintaining fund balances through deferment of projects and other cost saving measures yet still maintaining assets. Operational highlights were provided regarding program areas including athletics, arts and crafts, general recreation, and special events.

Following Cinquegrani reviewed the recreation, programming, and facility areas of the budget. Cinquegrani provided information on the impact of the pandemic on the Scholarship Program as well as Sponsorship revenue. He then discussed that impact on the Recreation Programs overall and reviewed their estimates for 2021.

Discussion of the various facilities were reviewed including Ackerman Sports and Fitness Center, Lake Ellyn Boathouse, Main Street Recreation Center, Maryknoll Park, Spring Avenue Recreation Center and Sunset Pool. Cinquegrani presented the financial impact the COVID-19 pandemic has had on Ackerman Sports and Fitness Center stating the loss of revenue and memberships. Financial projections for 2021 were provided along with plans for continued improvements within the facility. Financial impacts were then discussed on the Lake Ellyn Boathouse, Main Street Recreation Center, and Spring Avenue Recreation Center; all resulting in loss of revenue

due to the restrictions in place during the pandemic. Maryknoll Park facilities were then discussed which include Holes & Knolls, the Splash Pad and Platform tennis. Lastly, Sunset Pool was discussed sharing the projected net loss for fiscal year 2020 along with proposed projections for 2021 should we remain in Phase IV. The 2021 budget projections also included financial forecasts based on the State reverting back to Phase III of the Restore Illinois Plan.

Superintendent of Finance and Personnel Cinquegrani and Director Harris then reviewed the Capital Projects that were discussed previously at the Strategic Planning Session. He highlighted items that have been budgeted per our Asset Replacement fund then provided information on several proposed projects including updates to the skate park, Newton Park Playground renovation, Co-Op Park Improvements and asphalt improvements slated for 2021. Other capital improvements included roofing and HVAC repairs to Main Street and Spring Avenue Recreation Centers as well as additional items for consideration including retaining a consultant to develop long-term improvement plans for the Johnson Center and repairs to Holes and Knolls ponds.

The Park Board thanked staff for their work on the 2021 Budget and providing information under the various scenarios. Commissioners Cornell and Weber suggested utilizing the Citizens' Finance Committee to further analyze the correct amount to budget for our Asset Replacement plan while Commissioner Bischoff would like to see an ongoing one-page snapshot of financial metrics be presented periodically throughout the year to the Park Board. Further budget discussion will occur at the remaining Board meetings in 2020.

VII. New Business

A. Newton Park Asphalt Improvements

Project Manager Troia stated that staff publicly noticed invitations for bid for asphalt improvements at Newton Park on October 1, 2020. He said this project would include renovation of the basketball court with new full-depth asphalt and color coating, improvement to the small parking lot south of the basketball courts, addition of two parking stalls within that lot as well as creation of an ADA access path to the courts, and repairs to the entrance of the northeast parking lot of Newton Park.

Troia relayed that the bid opening was conducted on Thursday, October 15th in which eight (8) bids were received. The bids were competitive and Accu-Paving Company submitted the lowest lump sum bid of \$59,890 which was lower than the budgeted amount of \$67,000. Troia stated that this contractor completed the improvements to Safety Village and Sunset Tennis Courts last year in which both involved color coating. Troia stated that the bid was vetted, found complete and Accu-Paving performed well on this previous project and was communicative throughout the project. Staff recommended awarding the Newton park Asphalt Improvements bid to Accu-paving and following a brief discussion, Commissioner Durham motioned, seconded by Commissioner Stortz to award the Newton Park Asphalt Improvements bid to Accu-Paving Company as the lowest responsive and responsible bid for the amount of \$59,890.

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

Nay: None

Motion Carried.

B. Place the 2021 Budget & Appropriation Ordinance on File

Superintendent of Finance and Personnel Cinquegrani presented the 2021 Budget and Appropriation Ordinance 20-02 to the Board to be placed on file for public inspection.

Commissioner Stortz moved, seconded by Commissioner Bischoff, to place on file tentative draft of the 2021 Budget and Appropriation Ordinance (B&A Ordinance 20-02), a Combined Annual Budget and Appropriation Ordinance for Purposes of the Glen Ellyn Park District for the year beginning January 1, 2021 and ending December 31, 2021.

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

Nay: None

Motion Carried.

VIII. Staff Reports

A. Finance Report (For information only)

B. Staff Reports

Executive Director Harris stated that the Governor of Illinois imposed new COVID-19 restrictions within the County effective October 23rd due to the ongoing positivity rates. These restrictions will be discussed with staff but do not appear that they will impact programs significantly as they are geared more towards the service industry.

Harris relayed that all the sand has been removed from Sunset Pool and will be filled with stone. The area was large, and three (3) feet of sand was removed from the area utilizing in-house personnel.

Lastly, Harris reviewed some of the upcoming events within the District including Boo Bash and Haunted Trails at Ackerman. He said many sports are winding down, preschool is progressing well, and basketball sign-ups have been promising. Harris then thanked staff and the Citizens' Finance Committee for their work on the 2021 Budget.

IX. Commissioners' Reports

Commissioner Cornell thanked staff and the Citizens' Finance Committee for their hard work and aiding the District during these times allowing the District the ability to continue supporting their community. Commissioner Bischoff, Durham and Ward all thanked staff for their continued efforts on the budget process.

X. Adjourn

There being no further business, Commissioner Bischoff moved, seconded by Commissioner Weber to adjourn the Regular Meeting at 8:59 p.m.

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

Motion Carried.

Respectfully submitted,

Kimberly Dikker
Board Secretary