

BOARD OF COMMISSIONERS

Workshop Meeting Highlights August 3, 2021



RECOGNITION – POOL MANAGEMENT STAFF

Park Board President Alex Durham stated that the Glen Ellyn Park District Board of Commissioners would like to recognize the following management staff at Sunset Pool: Christine Giunta-Mayer, Russell Monahan, Madeline Motz, Quinn Spiech and Luke Farnum along with the following Head Guard staff: Cameron Benes, Riley Krudop and Eliza Kochert. The management staff works together throughout the season to oversee the day-to-day operations which includes all staff training, safety operations, scheduling, programming, and special events.

President Durham relayed that in addition to overseeing the day-to-day operations, pool managers Christine Giunta-Mayer and Russell Monahan are also responsible for other areas and aspects of the facility including staff scheduling, learn-to-swim program, overseeing training sessions and lifeguard mentoring as well as mechanical and chemical operations. Madeline Motz has displayed excellent leadership and enhanced staff training through coordination of having the Glen Ellyn Fire Department Paramedics participate in the lifeguard in-service training. Durham said Managers Spiech and Farnum are both veterans of Sunset Pool beginning as lifeguards and moving on to leadership positions.

Sunset Pool Headguards also have been an integral part of 2021, managing the on-duty guards including rotation, scanning, first aid and other issues that could arise. They also plan staff events to encourage retention amongst their peers. Sunset Pool management staff is critical to the safety and operation of the facility and the District is fortunate and appreciative to have such a highly qualified, motivated and engaged leadership team. The Park Board and staff thanked the team for their efforts, commitment and dedication to Sunset Pool and along with Sunset Pool Manager Chad Shingler, presented a small token of appreciation.

Following, Pool Manager Shingler praised the aquatic leadership team for their dedication, professionalism and passion and those recognized who were in attendance, Christine Giunta-Mayer and Madeline Motz, expressed their appreciation to the District.

AUDITING SERVICES RFP

Superintendent of Finance & Personnel Cinquegrani discussed that Illinois statutes require an annual financial audit of the Glen Ellyn Park District be completed, reported, and filed with the Illinois Comptroller within six months after the close of each fiscal year. Lauterbach & Amen completed the previous audit agreement ending fiscal year 2020 and in anticipation of the 2021 financial audit, the District issued a "Request for Proposal" (RFP) for accounting firms. Four (4) firms responded and three (3) submitted a proposal.

Prior to the Board meeting, the RFP information and proposals were presented to the Glen Ellyn Park District's Citizens' Finance Committee (CFC) and discussed and following, the CFC supported the proposal of Lauterbach and Amen. The firm was the lowest bidder, specialized exclusively in servicing the local government sector, provided training and educational opportunities at no additional cost, provided year-

round support, and would adjust key engagement personnel to provide a fresh perspective of the District's financials.

The Park Board had a brief discussion of the recommendation and practices of Lauterbach & Amen and then approved the proposal from Lauterbach & Amen for auditing services for fiscal years 2021, 2022 and 2023 with the Park District's option to renew the contract for fiscal years 2024 and 2025.

CITIZENS' FINANCE COMMITTEE MEMBERSHIP

Superintendent of Finance & Personnel Cinquegrani discussed that pursuant to the Citizens' Finance Committee (CFC) bylaws, the Park Board of Commissioners shall annually approve by a majority vote the members of the Citizens' Finance Committee. Eight current committee members, Leo Lanzillo, Michael Graham, Mike Hoban, Art Pech, Tom Lettenberger, Charlie Prisco, Don St. Clair and John Vitalis reside on the Board.

Cinquegrani stated that previously, there have been eight (8) members of the CFC while bylaws allow for a committee to consist of a minimum of five (5) members to a maximum of nine (9) members, consisting of staggered two-year terms. Seven of the eight (8) memberships wish to remain on the committee. The Park Board briefly discussed and approved the following seven (7) current members with designated terms

1-Year Terms (concluding June 2022)

John Vitalis (Chairman)
Tom Lettenberger
Charlie Prisco
Don St. Clair

2-Year Terms (concluding June 2023)

Leo Lanzillo
Michael Graham
Mike Hoban

OSLAD APPLICATION RESOLUTION

Parks Project Manager Troia stated that in anticipation of the Glen Ellyn Park District potentially implementing significant improvements to Lenox Road beginning in 2022, the District will be submitting an OSLAD grant application for elements within the project. The elements are consistent with the Ackerman Master Plan; adding garden plots, dog park, pickleball courts, shelter, trail improvements and interpretive signage and the District will seek out the maximum matching amount of \$400,000. Troia stated that this is a competitive process, but the Lenox Road project has many excellent qualities and elements that are encouraged by the OSLAD grant.

As part of the requirement for the OSLAD grant, the District must approve a "Resolution of Authorization" including approval that the District has the necessary funds required for the project and the District will comply with the terms and regulations of the OSLAD program should a grant be received.

The Park Board discussed various elements of the Lenox Road OSLAD project including the shelter, garden plots and surrounding neighborhood and following the discussion approved the "Resolution of Authorization" specific to the OSLAD grant application for improvements to Lenox Road.

2013 COMPREHENSIVE PLAN AMENDMENT

Parks Project Manager Troia discussed the 2013 Comprehensive Plan of the Park District stating that this Plan guides the District's operation including land acquisitions, park development, programs, budget, and personnel to maximize existing resources.

As this plan has not been updated since 2013, the recommendation is to update the Comprehensive Plan in 2022 following the Community Attitude and Interest Survey that will be conducted this fall. Prior to that effort, Troia stated, several amendments reflecting master planning efforts should be formally adopted and integrated into the Comprehensive plan. Those include Sunset Pool Master Plan, Ackerman Park & Lenox Road Master Plan, Lake Ellyn 5 Year Improvement Plan, Newton Park Master Plan improvements, and the 2014 Glen Ellyn Park District Dual Facility study (Main Street Recreation Center, Spring Avenue Recreation Center).

Following a brief discussion, the Park Board approved the proposed 2009-2013 Comprehensive Plan Amendments as presented.

NEWTON PLAYGROUND EQUIPMENT PURCHASE

Parks Project Manager Troia discussed that the playground replacement at Newton Park is part of the OSLAD improvement project for Newton Park. He reviewed the playground selection that has been finalized and discussed at previous Board Meetings and because of Community input from the Public Meeting held at Newton Park. Staff recommended purchasing directly through the qualified HGAC Cooperative Purchasing program to maximize savings and then provided a timeline for completion of the project.

Following a brief discussion, the Park Board approved the purchase of Newton Park Playground Equipment from Landscape Structures c/o NuToys through the Cooperative Purchase for the price of \$157,357.00.

COMMUNITY ATTITUDE & INTEREST SURVEY DRAFT REVIEW

Executive Director Harris discussed the Community-Wide Attitude and Interest Survey that was approved and slated to begin in 2020 but was deferred due to the pandemic. Harris said as the District begins the 2022 budget process, the consensus of the Board was to move forward with the Community Attitude and Interest Survey with the goal of distribution in September and receipt of results in November. A draft of the survey was developed through Staff, Board liaison Durham and aQity staff collaboration.

aQity President, Jeff Andreasen, was in attendance and presented the survey to the Park Board for further discussion and to answer any questions while most importantly gathering Board feedback. Andreasen described the process and timeline of the survey stating that it would be distributed to a randomly select number of community members via mail allowing them to participate either via mail, phone, or online completion with the goal 400 responses. He then discussed the process of getting a sample survey that is representative of the District in further detail then led the Park Board through a review of each question

that will be posed to the community. The Park Board reviewed each question thoroughly and offered guidance and suggestions.

Following the lengthy discussion of the draft survey, aQity President, Jeff Andreasen, stated that the survey would be amended within the next week with final completion of the survey being available by mid-August with a distribution date to the community in early September. Once the required amount of randomly selected surveys is received, the survey would be available to the entire District but would be analytically tabulated separately from the primary randomly distributed survey. Results of the survey would be brought before the Board in early November.