

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting Minutes
October 15, 2024
185 Spring Avenue**

I. Call to Order

President Stortz called the meeting to order at 7:16 p.m.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Cornell, Nephew, Durham, and President Stortz. Commissioner Crickmore, Ward, and Weber were absent. Commissioner Cornell arrived at 7:16 p.m.

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

Motion Carried.

Staff members present were Executive Director Dave Thommes, Executive Deputy Director Cinquegrani, Director of Planning and Natural Resources Troia, Director of Recreation & Facilities Lim, and Board Secretary & Directors' Assistant Dikker.

III. Pledge of Allegiance

President Stortz led the pledge of allegiance.

IV. Changes to the Agenda

None.

V. Public Participation

None.

VI. Consent Agenda

Commissioner Nephew moved, seconded by Commissioner Durham, to approve the Consent Agenda including the Voucher List of Bills totaling \$264,213.46, minutes from the September 17, 2024, Regular Meeting, and the October 1, 2024, Workshop Meeting.

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

Motion Carried.

VII. New Business

A. Place the 2025 Budget & Appropriation Ordinance on File

Director of Finance & Personnel Cinquegrani presented the 2025 Budget and Appropriation Ordinance 24-08 to the Board to be placed on file for public inspection.

Commissioner Durham moved, seconded by Commissioner Cornell, to place on file a tentative draft of the 2025 Budget and Appropriation Ordinance (B&A Ordinance 24-08), a Combined Annual Budget and Appropriation Ordinance for Purposes of the Glen Ellyn Park District for the year beginning January 1, 2025, and ending December 31, 2025.

*Roll Call: Aye: Commissioners Durham, Cornell, Nephew, and President Stortz.
 Nay: None*

Motion Carried.

B. Budget Discussion

Executive Deputy Director Cinquegrani reminded the Park Board that even though the Board placed a draft of the 2025 Budget & Appropriation Ordinance on file, further discussion and adjustments are possible through December 10th when the Park Board is scheduled to approve the final budget document. Staff presented the proposed timeline for the year and then discussed the 2024 Estimated Year-End operating surplus of \$907,864 versus approximately \$800,000 budgeted for 2024. Cinquegrani stated that the surplus from operations for 2024 exceeded the original budget but is trending lower than previous years due to increased staffing, low staffing turnover, and rising operational costs. Cinquegrani provided the proposed operating surplus for 2025 is budgeted at \$1,015,212. Cinquegrani then previewed the 2025 proposed budget and discussed some operational highlights, including investment income, Personal Property Replacement Taxes (PPRT) and Program & Membership fees. Cinquegrani provided that PPRT has decreased over \$400,000 since 2022 and also stated that the increase in minimum wage along with increases in natural gas and electric cost have all impacted the budget. Staff discussed adjustments to some program membership fees and will have more detailed information at next month's meeting. Expenses were discussed and stated full-time staffing levels for 2025 would remain the same. Cinquegrani provided preliminary information on the 1-year non-referendum bond sale which would be held at the December Regular Meeting and allows for flexibility for future issuance. He shared that the 2025 budget accounts for a 3-year bond issuance during the next fiscal year. Staff reviewed the revenue from past OSLAD and potential future OSLAD grants.

Cinquegrani presented the recreation program gross margin trends over the past few years as well as the Districts tax history and compared them to the other surrounding districts. He also provided a review of Fund balances over the past years and projection for 2025.

President Stortz asked that staff bring more detailed information on impacts and items that will drive our operating surplus from that \$800,000 to over \$1,000,000 next year and also asked to review the major capitals that are budgeted for 2025 as well as a 5–10-year outlook at the November 12, 2024, Regular Meeting. Staff reviewed some of the Capital projects that were discussed at the Capital Planning discussion on September 17th and shared that budget discussion would continue at the November 12, 2024, Regular Meeting.

C. ASFC - Wight Pay Application #14

Director of Planning and Natural Resources Troia presented Wight payment application #14 for improvements in the amount of \$246,503.12. Troia stated this payout includes the final phases of completion of Ackerman Sports & Fitness Center building improvements.

Commissioner Durham requested information regarding the large change order which was later confirmed that this was a total of change orders over the course of the project and following, Commissioner Durham moved, seconded by Commissioner Cornell, to approve Wight Construction pay application #14 for the Ackerman addition and renovation in the amount of \$246,503.12

*Roll Call: Aye: Commissioners Durham, Cornell, Nephew, and President Stortz
Nay: None*

Motion Carried.

D. Spring Avenue Recreation Center (SARC) Plumbing Pay Application

Director of Planning and Natural Resources Troia reminded the Park Board that in April the plumbing project for the Spring Avenue Recreation Center was bid and approved by the Board. The project included adding water heaters to the front bathrooms and replacing the existing galvanized supply piping along with associated work. CR Leonard Plumbing & Heating submitted the lowest lump sum bid of \$97,000 and Troia shared that payout request #1 in the amount of \$22,795 has been presented as the project is 100% completed and all final inspections have taken place.

Commissioner Nephew moved, seconded by Commissioner Durham, to approve CR Leonard Plumbing & Heating, Inc. payout request #1 for the Spring Avenue Plumbing Improvements in the amount of \$22,795.

*Roll Call: Aye: Commissioners Nephew, Durham, Cornell, and President Stortz
Nay: None*

Motion Carried.

E. Main Street Recreation Center (MSRC) Roof Repair Pay Application

Director of Planning and Natural Resources Troia shared that \$135,000 was budgeted for roof repairs of the Main Street Recreation Center (MSRC). He relayed that the roof was originally installed in 1991 with repairs in 2016. The Southeast section of the roof warranted a complete tear-off and replacement. The Park Board awarded a proposal for the removal and replacement of that section to Garland/DBS, Inc. conducted through the OMNIA purchasing cooperative in the amount of \$121,820. Troia and staff recommend approval of payout request #1 in the amount of \$105,184.45 to Garland/DBS, Inc. To date, the project is 100% complete.

Following, Commissioner Cornell moved, seconded by Commissioner Durham, to approve Garland/DBS, Inc. payout request #1 for the Main Street Roof Improvements in the amount of \$105,184.45 as the services identified within the payout request have been performed.

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

Motion Carried.

F. Main Street Recreation Center (MSRC) HVAC Pay Application

Director of Planning and Natural Resources Troia relayed that as part of our asset replacement schedule, two (2) new rooftop HVAC units were included in the 2024 Budget for \$60,000. Midwest Mechanical, through the National Cooperative Purchasing Alliance (NCPA), was awarded the contract. Troia shared that the work was completed in August efficiently and with minimal interruption. Troia presented the first and final payout request in the amount of \$47,235.

Following, Commissioner Nephew moved, seconded by Commissioner Cornell, to approve Midwest Mechanical's payout request for the Main Street HVAC improvements in the amount of \$47,235.

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

Motion Carried.

G. Lake Ellyn Clay Courts Pay Application

Director of Planning and Natural Resources Troia stated that \$190,000 was slated in the 2024 Budget for renovations to the Lake Ellyn Clay Courts. Troia shared that the fencing was covered under a separate contract and this project has been completed including adjustments to the irrigation. Maintenance is now managed by Operations staff and other minor improvements will be planned to include ADA sidewalk, entry benches, bottle fill, electricity and Wi-Fi for remote access to irrigation. Troia said that staff recommends Board approval of this final payout request in the amount of \$137,248.25 to Midwest Tennis.

Commissioner Durham inquired about the irrigation and following, moved, seconded by Commissioner Nephew, to approve Midwest Tennis' final payout request for the Clay Court improvements in the amount of \$137,248.25.

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

Motion Carried.

IX. Unfinished Business

A. 2023-2025 Project Update(s)

Director of Planning and Natural Resources Troia provided an update on the ongoing Capital Projects within the District. Troia briefed the Board on the Ackerman Ring Road project stating that the weather has been cooperating for the project but there is a delay in the Northwest corner of the lot as staff is awaiting for Commonwealth Edison to insulate the wires as a safety precaution. Work within that area needs to be halted until that is complete. Troia then shared staff is working through all of the RDA comments from the Village of Glen Ellyn with hopes to get

the RDA before the Plan Commission in November. Staff is working on various questions pertaining to the traffic study and will set up future sessions with a couple of the Village of Glen Ellyn Trustees and Park Board with hopes to solidify the RDA Agreement. Lastly Troia stated that the technical issues with the new HVAC unit in the Ackerman Gymnastics center have been completed and the parts that are needed to rectify the equipment will be repaired shortly. All has been covered under the warranty.

X. Staff Reports

A. Finance Report (For information only)

B. Staff Reports

Executive Director Dave Thommes shared that the Illinois Association of Park Districts (IAPD) named the Glen Ellyn Park District as the winner of the 2024 Best of the Best Award in the Best Green Practices category. Thommes shared that a reception event will take place Friday, October 26th when the award would be presented. Thommes relayed that currently staff has a table of 6 attending the event and there were two seats available should anyone else wish to attend.

XI. Commissioners' Reports

Commissioner Cornell shared that a friend of hers who resides near the Frank Johnson Center maintenance center attended the open house of the new facility in September and stated it was truly a wonderful facility and enjoyed the tour by staff.

XII. Adjourn

There being no further business, Commissioner Nephew moved, seconded by Commissioner Durham to adjourn the October 15, 2024, Regular Meeting at 8:09 p.m.

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

Nay: None

Motion Carried.

Respectfully submitted,
Kimberly Dikker
Board Secretary & Directors' Assistant