

**MINUTES OF THE REGULAR MEETING OF THE
ELMHURST PARK DISTRICT
BOARD OF COMMISSIONERS
April 10, 2013
7:00 p.m.**

Minutes of the regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, April 10, 2013 at the Administrative Offices, 375 West First Street, Elmhurst, IL. Prior notice of the meeting was posted. The meeting was called to order at 7:00 p.m. by Board President Kubiesa. Board President Kubiesa stated that Commissioner Spaeth will not be attending the board meeting via electronic means and asked Mr. Ennis to lead the Pledge of Allegiance.

Present: Commissioners Howard, Kies, Morissette-Moll, Ubriaco, and Kubiesa
Commissioner Pelosi arrived at 7:50 p.m.

Absent: Commissioner Spaeth (excused)

Staff Present: James W. Rogers, Executive Director
Angela Ferrentino, Director of Parks & Facilities
Brian McDermott, Director of Enterprise Services
Cathy Medema, Director of Finance & Human Resources
Cindy Szkolka, Director of Recreation
Ginger Wade, Director of Marketing & Communications
Jerry Pask, Landscape Architect
Dan Payne, Division Manager – Parks
David Price, Chief Horticulturist
Anne Scheppele, Division Manager – Facilities
Sarah Lagesse, Program Manager (Facilities – Aquatics)
Tom Sumner, Systems Administrator

Visitors: Doug Ennis, 447 South Argyle Avenue, Elmhurst
John Eifler, Eifler & Associates
Tom Stuit, James McHugh Construction Company

ADDITIONS/DELETIONS/CHANGES TO AGENDA

Executive Director recommended the Board pull Agenda item #8b Approval of March 13, 2013 Closed Meeting Minutes as a revision is required. The minutes will be placed on the April 24, 2013 agenda for Board approval.

REMARKS/CORRESPONDENCE FROM VISITORS

President Kubiesa congratulated Commissioners Morissette-Moll and Spaeth on their re-election to the Park Board and thanked Mr. Ennis for running for the Park Board in the Consolidated election.

Doug Ennis of 447 South Argyle Avenue, Elmhurst, IL thanked Park District staff, Executive Director Rogers, and the Park Board for the insight they provided him in increasing his knowledge regarding Park District operations. He enjoyed meeting the public and listening to their concerns and positive accolades for the Board. He looks forward to reaching out to the Park Commissioners to fulfill commitments he made to the public and will seek out other opportunities to work with the Board. Mr. Ennis congratulated Commissioners Morissette-Moll and Spaeth for their win in the election.

Committee Reports

Gateway – Szkolka

- This year's summer camps will be hosted by Elmhurst's Edison and Emerson Schools.
- We are working with the treasurer to improve internal controls, which are in the audit for financial report of 2011-12 year.
- The current budget year will end June 30, 2013. We will begin working on the 2013-14 budget year. We will review the self-imposed fund balance requirement of \$30,000 and capital plan items needed in planning for the future, particularly vehicle replacement costs.

Park/City/School – Rogers

- The TIF IV intergovernmental agreement between the City and School District 205 was approved by the School Board on March 19 and the City Council on April 1.
- Burke Engineering is still working on updating maps and prioritization from the City's perspective for some potential stormwater management solutions. The District's plan to reestablish park and facility tours may provide an opportunity for officials from multiple agencies to see parks under consideration for stormwater storage.
- The City has put Phase I of the proposed York Road Illinois Prairie Path underpass in their 2014 budget, but the overall project will be on hold until the council decides if they want to move forward with the project. Should construction begin, it would be in 2016. The City would be responsible for maintaining the decking, walls, and structural maintenance. The Park District would maintain the same responsibilities it currently provides for the Prairie Path.

PEP – Wade

- Save the Date emails have been sent notifying recipients of the annual golf outing scheduled for May 17.
- PEP will be sponsoring a beer tent at Berens Parkapalooza event on August 24.
- The Wagner family is contemplating whether to continue the Joanne B. Wagner scholarship. Initially, the scholarship was funded by interest generated by a cash balance, but funds are running low and the family feels it may be better to do something for the Park District in Joanne B. Wagner's name.

Sugar Creek Golf Course – Rogers

- Through March 26, 2012, there were 1,850 rounds, which was the highest on record. Through March 26 of this year, there were 45 rounds of golf. Hopefully, rounds pick up once the weather warms up.
- Junior Golf lessons sold out with 318 registrants.
- The new golf professional, Cory Ferrell, started on April 5. He most recently worked at Old Oak Country Club in Homer Glen.

Elmhurst Art Museum – Ubriaco

- The next committee meeting is April 24.

Upcoming Committee Meetings

Gateway – April 11, 2013

PEP – April 18, 2013

Sugar Creek Golf Course – April 23, 2013

Lizzadro Museum – May 9, 2013

CONSENT AGENDA

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda of March 13, 2013 excluding Agenda item #8b for the March 13, 2013 Closed Meeting Minutes. Commissioner Kies seconded the motion. The Board was polled: Ayes: Commissioners Morissette-Moll, Ubriaco, Howard, Kies, and Kubiesa. Nays: None. Motion passed unanimously.

It should be noted that the following items were approved on the Consent Agenda: Regular Meeting Minutes of March 13, 2013, Check Registers: 04/05/13 - \$23,958.59, 03/29/13 - \$139,095.75, 03/22/13 - \$88,194.09, 03/15/13 - \$70,350.09, and Liquid Chlorine Bid Results.

UNFINISHED BUSINESS (Old) –

Wilder Park Conservatory Plans and Guaranteed Maximum Price

Director of Parks and Facilities Ferrentino gave an overview of the process involved in developing the proposed plans and Guaranteed Maximum Price (GMP) for the Wilder Park Conservatory and Greenhouse project expected to begin in May 2013 and to be completed by January 2014. Ms. Ferrentino introduced John Eifler of Eifler & Associates to present the design components of the Conservatory, Greenhouses and Propagating House consisting of the restoration of the Conservatory and the construction of a completely new greenhouse and polyhouse. Board Commissioners asked questions in regards to preserving the Conservatory's historical integrity and character, the additional entrances, rock formations to remain in the Conservatory, the removal of the arborvitae between the Conservatory and the Formal Gardens, flooring material and appearance, glass material to be used and its expected longevity, the shading system, the polyhouse structure, and the installation of additional seating in the Conservatory. Executive Director Rogers added that the community can feel confident that the project is a restoration providing for more accessibility with a renewed appearance and a terrific new greenhouse with mobile work surfaces. Ms. Ferrentino and Mr. Rogers assured the Board that all measures will be made to reduce construction interruptions by not allowing construction during the weekends and that the arborvitae will remain planted to create a barrier eliminating

any aesthetic conflict with the Formal Gardens scenic view during the wedding season. Bridal parties have been informed of the proposed project and the District will make appropriate accommodations for other events and/or bookings in Wilder Park.

Mr. Rogers confirmed Commissioner Ubriaco's inquiry that the Guaranteed Maximum Price (GMP) takes into account the savings to be realized for housing the construction firm in the vacant Administrative Building next door to the Conservatory. Tom Stuit of McHugh Construction responded to Commissioner Ubriaco's question regarding the construction contingency that subcontractors have been involved in the process of developing the GMP and risk of project challenges are relatively low.

Commissioner Howard requested clarification on line items totaling the GMP, specifically as to where funds will come from should subcontractor bids come in higher than expected. Mr. Rogers stated that unexpected costs will be paid by McHugh Construction, costs below the budgeted amount will be split between the District and McHugh 70/30, and any funds not spent in the "General Conditions" line item will be retained by the District.

Commissioner Morissette-Moll made a motion that the Board of Park Commissioners 1) approve the Wilder Park Conservatory and Horticultural Complex design; 2) approve the Guaranteed Maximum Price of \$2,467,207; 3) authorize the use of \$64,052 for the project from savings realized on the Washington Park Playground Project and 4) authorize staff to let the remaining bids for the project as prescribed by State law. Commissioner Kies seconded the motion. As there was no further discussion, the Board was polled. Ayes: Commissioners, Pelosi, Ubriaco, Howard, Kies, Morissette-Moll and Kubiesa. Nays: none. Motion passed unanimously.

NEW BUSINESS -

None

COMMISSIONER INFORMATION ITEMS –

Commissioner Kies –

- A prairie burn was conducted at the Great Western Prairie.
- The Lizzadro Museum has interesting exhibits scheduled for June

Commissioner Pelosi –

- Please consider getting a foursome together for the Annual PEP Golf Outing on May 17.

Future Agenda

Commissioner Ubriaco requested the topic of the proposed underpass at York and the Prairie Path be removed from the Future Agenda.

STAFF ANNOUNCEMENTS

Director of Enterprise Services – McDermott

- Courts Plus will host a free health fair on Saturday, April 13 from 9 am to noon.

Landscape Architect – Pask

- The 2013 Spring Tree Planting project will be starting within the next couple of weeks with roughly 100 trees.

Director of Finance/HR – Medema

- The Finance Committee of the Park Board met with the auditor last week to go over the 2012 audit and will be bringing the document to the Board on April 24.
- Human Resources and the payroll department are working on hires and rehires for the summer.

Director of Recreation – Szkolka

- The District will be hosting the men's gymnastics GIJO League Championship at York High School. Ninety gymnasts will be representing twelve clubs.

Division Manager - Parks – Payne

- Shop employees continue to do morning stretches as part of the wellness program.
- Chainsaw safety training is scheduled for tomorrow.

Director of Marketing and Communications – Wade

- The summer brochure will be delivered on April 20.
- The District's mascot Eco the Raccoon has his own blog.

Program Manager (Facilities – Aquatics) – Lagesse

- There are 45 days left until the opening of East End Pool. We are still in need of lifeguards at the other pools.

Director of Parks and Facilities – Ferrentino

- Thank you for approving the Wilder Park Conservatory project. We expect to be back for approval of bids related to the project.

Systems Administrator – Sumner

- I.T. is working with Finance to finish up the last portion of the employee self service. A vendor will be utilized for hardware.

Division Manager - Facilities – Scheppele

- We are working on getting the fields up and ready.

Horticulturist – Price

- Thank you for approving the Conservatory and Greenhouse project.

Executive Director – Rogers

- The Immaculate Conception groundbreaking on Sunday begins at 11:30 am.
- Please let me know if you plan on attending the Chamber of Commerce spring luncheon on April 24 at the Diplomat. The District will be honored as a 25+ year member of the Chamber. State Representative Patti Bellock is expected to be in attendance.
- The Chamber Breakfast open house will be here on Friday, May 10 at 8 a.m. and a public open house on Saturday, May 11 at 9 a.m.
- Please turn in your Economic Interest Statement to place in District files.
- The Conservatory project groundbreaking ceremony will be held at 6:15 p.m. on April 24 before the Board meeting.
- As an incentive, PDRMA provided each District full-time employee and Board member a free jacket because of our exceptional work in 2012 in obtaining re-accreditation in the loss control review. The jackets have PDRMA's logo and have been imprinted with the District's logo surrounded by a puzzle shape to symbolize how each Board and staff member is an important piece of the District's new Strategic Plan. Mr. Rogers handed out the jackets to the Board of Park Commissioners.
- Thank you for making the huge decision to move forward in approving the Conservatory Project.

ADJOURNMENT

There being no further discussion, Commissioner Pelosi moved to adjourn at 8:20 p.m. and Commissioner Kies seconded the motion. The motion passed unanimously by voice vote.

The next regularly scheduled meeting will be held on Wednesday, April 24, 2013 at 7:00 p.m. at the Administrative Office Board Room, 375 West First Street, Elmhurst, IL. Prior notice will be posted.

Note: Roll call voting will start with Commissioner Pelosi at the April 24, 2013 Park Board meeting.

Colette Kubiesa, Board President

Nimfa Melesio, Recording Secretary