

**MINUTES OF THE REGULAR MEETING OF THE
ELMHURST PARK DISTRICT
BOARD OF COMMISSIONERS**

May 13, 2015

7:30 p.m.

Minutes of the Regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, May 13, 2015 at Wilder Mansion, 211 Prospect Avenue, Elmhurst, IL. Prior notice of the meeting was posted. The meeting was called to order by Board President Ubriaco at 7:30 p.m. following the Annual Board Meeting.

Present: Commissioners Ennis, Graf, Kies, Morissette-Moll, Pelosi, Spaeth, and Ubriaco

Absent: None

Staff Present: James W. Rogers, Executive Director
Angela Ferrentino, Director of Parks & Facilities
Christi Jacobson, Director of Finance & Human Resources
Dave Kenny, Director of Information Technology
Brian McDermott, Director of Enterprise Services
Cindy Szkolka, Director of Recreation
Ginger Wade, Director of Marketing & Communications
E. Anne Scheppele, Division Manager - Facilities

Visitors: Maggie Schulz, Elmhurst League of Women Voters

ADDITIONS/DELETIONS/CHANGES TO AGENDA –

Commissioner Ubriaco added item #5b Stormwater Committee to the meeting agenda.

REMARKS/CORRESPONDENCE FROM VISITORS – None

COMMITTEE REPORTS

Sugar Creek Golf Course – Morissette-Moll

- 500 tree stumps were removed from the driving range. Dawson's Tree Service removed logs at cost.
- Year-to-date revenues through April 27, 2015 are \$6,000 higher than 2014 during the same time period. Year-to-date golf rounds through April 27, 2015 are slightly up (540 rounds) compared to last year due to the addition of five playable days.
- Willowbrook boys' and York high school girls' golf teams receive a reduced rate for team practices.
- Looking ahead, the golf course is approaching its 40th anniversary of its intergovernmental venture with the Village of Villa Park and the Elmhurst Park District.
- A kick-off for young golfers and parents was held. Waitlists are being accommodated.

Stormwater Subcommittee

- President Ubriaco read correspondence received from the City of Elmhurst giving an update on the City's progress regarding the stormwater detention on District property.



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CITY MANAGER

April 29, 2015

Mr. Jim Rogers
Executive Director, Elmhurst Park District
375 W. First St.
Elmhurst, IL 60126

Dear Jim,

In reference to the suggested terms in your letter of February 13, 2015, I have had a number of discussions with our members of the Storm Water Communications Committee. Throughout the planning process of providing flooding relief, the City has looked at all proposed dual-use properties as exactly that, dual purpose. We do not believe that any facility as proposed would alter the use significantly enough to render it useless for recreation in perpetuity. The Storm Water Communication Committee has discussed the proposed designs in numerous meetings, and in each of them, a dual purpose has been discussed. The City team has acknowledged that on occasion these facilities will hold storm water (as designed) and further committed that the field/facility would drain and be usable within a short period of time.

We understand and appreciate the relationship between the park district and city with regard to vehicle maintenance, vehicle storage and office space at the Public Works garage. However, we do not feel it is appropriate to tie the maintenance agreement to storm water facilities and this agreement. The benefit to the Park District over the years goes beyond the cost of the mechanic and shared improvements. Clearly, it has worked well and we plan to keep it this way.

We can agree with the other provisions in your letter and will proceed with these terms in a revised IGA. Thank you for the continued discussion and consideration of the joint projects.

James Grabowski
Elmhurst City Manager

cc: Elmhurst Stormwater Communication Committee: Mayor Steven M. Morley,
Alderman James Kennedy, Alderman Dannee Polomsky, P.W. Director Howard Killian

UPCOMING COMMITTEE MEETINGS

Elmhurst Art Museum – May 13, 2015
Gateway – May 14, 2015

Lizzadro Museum – May 14, 2015
Sugar Creek Golf Course – May 26, 2015

CONSENT AGENDA

Commissioner Kies made a motion for the Board to approve the Consent Agenda of May 13, 2015. Commissioner Pelosi seconded the motion. The Board was polled. Ayes: Commissioners Morissette-Moll, Pelosi, Spaeth, Ennis, Graf, Kies, and Ubriaco. Nays: None. Motion passed unanimously.

It should be noted that the following items were approved on the Consent Agenda: April 22, 2015 regular meeting minutes, April 22, 2015 closed meeting minutes, and voucher lists: 05/08/15 - \$169,874.73, 05/01/15 - \$138,083.47, 04/24/15 - \$115,756.52 and non-accounts payable disbursements of funds of 04/29/15 - \$36,900.00.

UNFINISHED BUSINESS (OLD) – None

Recommendation for Professional Services for Butterfield Park

Commissioner Pelosi made a motion that the Board of Park Commissioners (1) approves a contract with V3 Companies of Illinois, Ltd. that crosses fiscal years 2015 and 2016 for the total amount of \$96,900 for the two years obligated at the time of contract award and (2) authorizes the Executive Director to execute the agreement for Phase B at the appropriate time. Commissioner Kies seconded the motion. Director of Parks and Facilities Ferrentino provided an explanation of the proposed Butterfield Park improvement project and District staff's engagement with V3 Companies to develop an action plan that began in 2014 and proposed to continue through 2016. Ferrentino stated that although the performance period of the agreement will cross fiscal years, a commitment is necessary in order to progress forward, support the entire scope of the project, and implement the action plan in a timely manner. As there was no further discussion, the Board was polled. Ayes: Commissioners Pelosi, Spaeth, Ennis, Graf, Kies, Morissette-Moll, Ubriaco. Nays: None. Motion passed unanimously.

Recommendation for Registration Hardware Purchase Vermont Systems

Commissioner Pelosi made a motion that the Board of Park Commissioners (1) approves the budgeted purchase of hardware necessary for the software implementation of Vermont Systems Rec Trac Recreation Management software not to exceed \$32,319 and (2) authorizes the Executive Director to execute said purchase. Director of Finance and Human Resources stated that in February 2015, the Park Board approved the purchase of Vermont Systems registration software. As part of the implementation of the new system, required point-of-sale (POS) hardware must be purchased to replace aging equipment. Commissioner Pelosi asked about a specific module offered by Vermont Systems to increase staff efficiency. As there were no further discussion or comments, the Board was polled. Ayes: Commissioners Spaeth, Ennis, Graf, Kies, Morissette-Moll, Pelosi, and Ubriaco. Nays: None. Motion passed unanimously.

New Indoor Sports and Aquatics Facilities

Executive Director Rogers stated that at the March 26, 2014 board meeting, the Board discussed the conception of an indoor recreation and aquatics facility and directed staff to provide additional materials to support further discussion. The Board packet included additional materials to support its review including the 2007 Comprehensive Plan, 2009 Indoor Facility Study, 2011 Attitude and Interest Survey, correspondence relating to the concept including a referral received from the City of Elmhurst expressing interest for an indoor ice hockey rink, and conversations with community interest groups. The 2011 Attitude and Interest Survey revealed interest in an indoor facility but did not consider it a top priority as needs are currently being met. Highlights of the Board's preliminary discussions for an indoor facility included: the availability of land to build the structure in a landlocked community, approximate costs involved, long-term maintenance, potential partnerships with interest groups both public and private, building amenities, option to expand current facilities, and community support. Commissioner Ennis suggested a review of other park districts with newer facilities to glean whether their facility is currently self-funding or remains in debt and requested a market study be conducted to gauge continued support. Board consensus was to have staff begin the processes in order to conduct a feasibility study, contact potential partners, and then gather public feedback on the concept of an indoor facility.

NEW BUSINESS –

2015 First Quarter Financial Report

Director of Finance & Human Resources Jacobson presented the Board with the 2015 First Quarter Financial Report providing an overview of the District's financial performance compared to budget, a capital project(s) update, and a summary of investments. Program fees were 13% higher than last year due to fee increases and increased gymnastics meet revenue (\$38,338), additional offerings, and early registration for summer programs. Revenue is up in the Enterprise Services fund due to an increase in programs at the Wilder Mansion, tennis lesson registrations, and personal training and Industrial Athlete participation. These increases were offset by decreases in Kids Plus and Martial Arts programs. Sugar Creek Golf Course experienced an increase in clubhouse rentals and green fees. Board President Ubriaco suggested the Financial Report include both dollar and activity quantities for a clearer review of trends. Jacobson informed the Board that with the new registration software a change in recognizing revenue could be implemented to better align expenses with revenue. The Financial Report illustrated a breakdown by Fund and Source comparing actual to budget for a two-year span, and an update of Capital projects and actual expenditures in the first quarter compared to budget.

Universal Playground Fundraising Presentation

Director of Marketing and Communications Wade gave a slideshow presentation of a concept to replace Butterfield Park's playground scheduled for 2016 with a Universal Playground, which would be fully accessible to individuals with special needs while supporting activity for those without specific needs. Wade highlighted the importance of play for children and pointed out proposed equipment including a seated zip line, ramped wheelchair access to platforms, and an

accessible seesaw. Staff met with Rich Rosenberg of Special Kids Day who was excited as was the People for Elmhurst Parks Board, who expressed desire to be founding partners in raising funds for the anticipated additional cost of \$200,000. Staff initiated a fundraising campaign by bringing the concept to community groups to gain support. After fundraising efforts, a focus group will provide input on design elements. The proposed playground will be among the first of its kind in Illinois. The Park Board expressed its support in the concept and suggested groups to approach.

COMMISSIONER INFORMATION ITEMS –

Commissioner Kies

- This Saturday is a work day at the Great Western Prairie should anyone wish to help out.

Commissioner Morissette-Moll

- Welcomed new Park Board Commissioners Graf and Ennis and their fresh views.

Future Agenda – No changes.

STAFF ANNOUNCEMENTS

Director of Parks & Facilities – Ferrentino

- Invited the Park Board to visit Glos Park as the landscape and improvements project nears completion.
- The tennis court project at East End Park is almost complete. One of the tennis courts will be stripped for youths 10 and under and one tennis court stripped for pickle ball play.

Director of Marketing & Communications – Wade

- Will attend Whole Foods' vendor open house on Friday. PEP will be the first recipient of charitable funds collected from Whole Foods' Dime at a Time fundraising effort to donate a dime to a local charity each time a customer reuses or brings in their own grocery bag.

Executive Director - Rogers

- Information about the upcoming NRPA Congress & Expo will follow in the board's weekly update.
- The Memorial Day Parade will be on Monday, May 25, 2015; please consider joining us.
- The Lizzadro Museum Board meeting will be tomorrow. It is expected that they will review public feedback collected from public meetings, refine their proposal, and then return to the Park Board at a later date.

CLOSED SESSION

A motion to adjourn to Closed Session was made by Commissioner Spaeth pursuant to 5ILCS 120/2(c)(5) for the discussion of "the purchase or lease of real property for the use of the District" at 9:23 p.m. Commissioner Kies seconded the motion. The Board was polled. Ayes:

Elmhurst Park District Annual Board Meeting
May 13, 2015

Commissioners Pelosi, Spaeth, Ennis, Graf, Kies, Morissette-Moll, and Ubriaco. Nays: None.
Motion passed unanimously.

OPEN SESSION

The Board returned to open session at 10:10 p.m. Board President Ubriaco stated that the Board met in Closed Session pursuant to 5ILCS 120/2(c)(5) for the discussion of “the purchase or lease of real property for the use of the District.” No final action was taken at the meeting on matters that were discussed in closed session.

ADJOURNMENT

There being no further discussion, Commissioner Spaeth moved to adjourn at 10:11 p.m. and Commissioner Graf seconded the motion. The Board adjourned by voice vote.

The next regularly scheduled meeting will be held on Wednesday, May 27, 2015 at 7:00 p.m. at the Administrative Office Boardroom, 375 West First Street, Elmhurst, IL. Prior notice will be posted.

Note: Roll call voting will start with Commissioner Pelosi at the May 27, 2015 Park Board meeting.

Carolyn Ubriaco, Board President

Nimfa S. Melesio, Recording Secretary

Date Reviewed	
Date Approved	