

**MINUTES OF THE SPECIAL MEETING OF THE  
ELMHURST PARK DISTRICT  
BOARD OF COMMISSIONERS  
August 28, 2013  
7:00 p.m.**

Minutes of the Special meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, August 28, 2013 at the Administrative Building, 375 W. First Street, Elmhurst, IL. Prior notice of the meeting was posted. The meeting was called to order by Board President Kubiesa at 7:00 p.m.

**Present:** Commissioners Howard, Kies, Morissette-Moll, Pelosi, Spaeth, Ubriaco, and Kubiesa.

**Absent:** None

**Staff Present:** James W. Rogers, Executive Director  
Angela Ferrentino, Director of Parks & Facilities  
Dave Kenny, Director of Information Technology  
Brian McDermott, Director of Enterprise Services  
Cathy Medema, Director of Finance & Human Resources  
Cindy Szkolka, Director of Recreation  
Ginger Wade, Director of Marketing & Communications  
Laura Guttman, Special Projects Coordinator  
Jerry Pask, Landscape Architect

**Visitors:** Karen Chadra, Reporter, Elmhurst Patch  
Pete Goworowski, People for Elmhurst Parks  
Frank Catalano, Kiwanis Club of Elmhurst  
Candace A. Lech, 306 N. Geneva, Elmhurst  
Frank J. Lech, 306 N. Geneva, Elmhurst

**ADDITIONS/DELETIONS/CHANGES TO AGENDA**

None

**REMARKS/CORRESPONDENCE FROM VISITORS**

Pete Goworowski, Chair of People for Elmhurst Parks Foundation (PEP), presented the Park Board with a donation of \$5,844.37 to the Recreation Assistance Fund from PEP's Annual Golf Outing fundraiser held on May 17, 2013. This year, the fundraiser increased its profits due to the number of sponsorships, which included Mesirow Financial, McHugh Construction, Chapman & Cutler, SBT Bank, Elmhurst Baseball Inc., Elmhurst City Centre, Frank's Real Estate, Larry Roesch, Engineering Resource Associates, Tressler LLP, NuToys, and PGA Superstore. Food sponsors included Di Leos Pizzeria, Francesca's Amici, Barbeque Jim, Fitz's Spare Keys, Pazzi di Pizza, Café Amano, and Alonti.

Every year PEP shares proceeds from the golf outing with the Kiwanis Club of Elmhurst. Frank Catalano of Kiwanis Club made a donation of \$1,000 to the Recreation Assistance Fund from the 2012 golf outing proceeds. The Board thanked both PEP and the Kiwanis Club for their generous donations and photos were taken.

### **Committee Reports**

#### **Elmhurst Art Museum – Ubriaco**

- The new board president is Karen Matusinec.
- The board passed a balanced budget. There is a wish list of tentative expenses that are not part of the budget totaling \$30,000 that is dependent on increased income.
- Bylaw revisions were approved for conducting their own program registrations and increasing the number of board members to 21.
- The building will be getting a partial new roof.
- An art show is planned this fall.

#### **PEP - Wade**

- Thanked everyone for helping at the Park Palooza. PEP hosted the beer tent. District staff did not serve alcohol during the event.
- Touch A Truck is scheduled for September 7.
- Courts Plus instructor, Karen Augustyn, is teaching a Life in Balance class on Nov. 24 with all proceeds going to the Recreation Assistance Fund.

#### **Sugar Creek Golf Outing - Rogers**

- Rounds for August 2013 are up compared to August 2012.
- The bunker improvement and replacement project continues with three bunkers remaining.
- The increased temperatures have not affected the greens as the Superintendent has more control over the amount of water on the greens.

### **Upcoming Committee Meetings**

Park/City/School – September 9, 2013

Gateway – September 12, 2013

Elmhurst Art Museum – September 18, 2013

PEP – September 19, 2013

Sugar Creek Golf Course – September 24, 2013

### **CONSENT AGENDA**

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda of August 28, 2013 and Commissioner Kies seconded the motion. The Board was polled: Ayes: Commissioners Pelosi, Spaeth, Ubriaco, Howard, Kies, Morissette-Moll, 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 August 14, 2013, and Check Registers 08/16/13 - \$102,795.81; 08/09/13 - \$456,228.19.

**UNFINISHED BUSINESS (Old) –**

**2013 Second Quarter Financial Report**

Director of Finance and Human Resources Medema reviewed the 2013 Second Quarter Financial Report providing an overview of the District's performance compared to the 2013 budget, capital project update, along with a summary of investments. The Park Board provided feedback, discussed and inquired what predictions can be made to reduce impact of downturn on services and strategies for competitive advantage. As there was no further discussion, Commissioner Kies made a motion for the Board to approve the 2013 Second Quarter Financial Report. Commissioner Spaeth seconded the motion. The Board was polled. Ayes: Spaeth, Ubriaco, Howard, Kies, Morissette-Moll, Pelosi, and Kubiesa. Nays: None. Motion passed unanimously.

**2013 Mid-Year Strategic Plan Progress Report**

Special Projects Coordinator Guttman presented the first Mid-Year Strategic Plan Progress Report (SPPR) as of June 30, 2013. The SPPR provides a continued evaluation of achievement of the District's mid-year progress toward accomplishing the 2013 Strategic Work Plan (SWP). Ms. Guttman reviewed the report with the Board describing both written quantitative and qualitative measures for objectives. Performance measures are developed individually using industry standards where applicable. Commissioners requested more detail as to the standards used to measure programs/facilities offered to the community and including a summary of program trends in future reports. As there was no further discussion, Commissioner Pelosi made a motion for the Board of Park Commissioners to approve the 2013 Mid-year Strategic Plan Progress Report. Commissioner Ubriaco seconded the motion. The Board was polled. Ayes: Ubriaco, Howard, Kies, Morissette-Moll, Pelosi, Spaeth, and Kubiesa. Nays: None. Motion passed unanimously.

**Proposed 2014 Strategic Work Plan**

Executive Director Rogers stated that as a practice each year, staff would provide the Mid-year Strategic Plan Progress Report for approval followed by the proposed work plan for the next year for Board consensus for implementation. Special Projects Coordinator Guttman gave an overview of the Proposed 2014 Strategic Work Plan (SWP) with priority levels defined. After discussing the value of the SWP as a useful tool in the deployment of District resources, the Board provided consensus for staff to integrate the 2014 Strategic Work Plan as part of department work plans and the 2014 budget.

**Stormwater Management Discussion**

Board President Kubiesa stated that since the August 14<sup>th</sup> Park Board meeting where the City of Elmhurst and Burke Engineering presented the stormwater management plan, a committee has been formed comprised of representatives from the three entities involved - City of Elmhurst Aldermen Dannee Polomsky and Jim Kennedy, District 205 School Board members Shannon Ebner and Chris Blum, and Park Board Commissioners Spaeth and Howard. The stormwater committee meeting date has not been set in order to allow for committee members to meet with their corresponding board to gain feedback. Board President Kubiesa reminded the Board that their allegiance is to the Park District.

The Board discussed each proposed site to gain a consensus to provide direction to Commissioners Howard and Spaeth. The park sites in the City's proposal are York Commons

Park, East End Park, Golden Meadows Park, and Wild Meadows Trace along Seminole Avenue west of York Road. The Board reached a consensus on the following: Pioneer Park's soccer field not be used, the Seminole Avenue area to remain in consideration, consideration of the use of the former Brown's Chicken property, using underground water storage in York Commons Park parking lot, and addressing Cayuga Avenue resident concerns. Parameters suggested included limiting the use of above-ground detention, developing building ordinances to manage stormwater drainage and runoff, and evaluating the Elmhurst hospital site before any discussion to use Golden Meadows or East End parks can commence. The Board stated that development resulting in an increase in impervious surfaces has contributed to stormwater quantity. The proposed detention areas will not entirely stop the flooding in homes, the issue requires the City develop community support through implementation of education strategies to make an impact and prevent stormwater problems from escalating. As sufficient direction was given to stormwater committee members Commissioners Spaeth and Howard, the discussion ended until an update is available.

#### **NEW BUSINESS –**

##### **Third Amendment to Agreement with Elmhurst Art Museum**

Commissioner Kies made a motion for the Board of Park Commissioners to approve the Third Amendment to the March 1990 Agreement with the Elmhurst Art Museum and Elmhurst Artist's Guild. Commissioner Pelosi seconded the motion. Commissioner Ubriaco added that the document appropriately defines the District's role as liaison, thus serving without fiduciary obligations or voting rights. As there was no further discussion, the Board was polled. Ayes: Howard, Kies, Morissette-Moll, Pelosi, Spaeth, Ubriaco, and Kubiesa. Nays: None. Motion passed unanimously.

##### **Second Amendment to Intergovernmental Agreement with the Forest Preserve District of DuPage County**

Commissioner Morissette-Moll made a motion that the Board of Park Commissioners approves the second amendment to the Intergovernmental Agreement with the DuPage County Forest Preserve District for properties along Salt Creek. Commissioner Ubriaco seconded the motion. Executive Director Rogers indicated that this item addresses a longstanding Future Agenda item. As there was no further discussion, the Board was polled. Ayes: Kies, Morissette-Moll, Pelosi, Spaeth, Ubriaco, Howard, and Kubiesa. Nays: None. Motion passed unanimously.

#### **COMMISSIONER INFORMATION ITEMS –**

##### **Announcements**

##### **Commissioner Kies**

- The Volunteer Recognition program was good.
- The Elmhurst Garden Club Walk & Faire plans to donate \$2,000 to the Recreation Assistance Fund and \$1,000 for the Wilder Park Conservatory.

##### **Commissioner Pelosi**

- Touch A Truck is September 7.
- Great job to staff on the Park Palooza.

**Commissioner Ubriaco**

- Impressed with Park Palooza procedures.

**Commissioner Spaeth**

- The Immaculate Conception Field looks great and the ceremony was a nice event.

**Future Agenda**

None

**STAFF ANNOUNCEMENTS**

**Executive Director – Rogers**

- Office will be closed September 2 in observance of Labor Day.
- East End Pool will be open on Monday, the Wagner Community Center will be closed Saturday and Monday, and Courts Plus is open 7 to 1 on Monday.
- Thanked the Board for their dedication in attending the volunteer program, Park Palooza, and the Immaculate Conception Field dedication.
- The Washington Park Playground Ribbon Cutting Ceremony will be held at 6:00 p.m. on September 11, 2013 prior to the Regular Board meeting.

**ADJOURNMENT**

There being no further discussion, Commissioner Spaeth moved to adjourn at 9:54 p.m. and Commissioner Moll seconded the motion. The Board adjourned by voice vote.

The next regularly scheduled meeting will be held on Wednesday, September 11, 2013 at 7:00 p.m. at the Administrative Building Board Room, 375 West First Street, Elmhurst, IL. Prior notice will be posted.

Note: Roll call voting will start with Commissioner Ubriaco at the September 11, 2013 Park Board meeting.

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Colette Kubiesa, Board President

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Nimfa Melesio, Recording Secretary