

**MINUTES OF THE REGULAR MEETING OF THE
ELMHURST PARK DISTRICT
BOARD OF COMMISSIONERS
September 11, 2013
7:00 p.m.**

Minutes of the Regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, September 11, 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. After the Pledge of Allegiance was recited, Commissioners and Staff observed a moment of silence to commemorate the 9/11 victims.

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

Absent: Commissioner Pelosi (excused)

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, Park Planner

Visitors: None

ADDITIONS/DELETIONS/CHANGES TO AGENDA

None

REMARKS/CORRESPONDENCE FROM VISITORS

None

Committee Reports

Park/City/School – Rogers

- Discussed the stormwater issue and looking forward to the stormwater committee meetings to start soon.
Commissioner Howard added that a lengthy discussion was held regarding the City's rear yard drain program and its impact on proposed water detentions.

Upcoming Committee Meetings

Gateway – September 12, 2013

Elmhurst Art Museum – September 18, 2013

Sugar Creek Golf Course – September 24, 2013

PEP – October 24, 2013

Park/City/School – November 11, 2013

CONSENT AGENDA

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda of September 11, 2013 and Commissioner Kies seconded the motion. The Board was polled: Ayes: Commissioners Ubriaco, Howard, Kies, Morissette-Moll, Spaeth, 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 28, 2013, Check Registers 08/30/13 - \$146,824.55, and Cancellation of October 9, 2013 Park Board meeting.

UNFINISHED BUSINESS (Old) –

None.

NEW BUSINESS –

District Program Plan

Commissioner Morissette-Moll made a motion for the Board of Park Commissioners to approve the expenditure of \$45,000 for staff to hire 110 Percent, LLC and ePRepSolutions to complete the SAFS, PASS and Cost Recovery Model development processes. Commissioner Kies seconded the motion. Executive Director Rogers stated that the consultants would assist staff in completing a comprehensive assessment of the District's program portfolio to determine a strategy for aligning District resources with community needs for long-term sustainability. The Board approved \$20,000 in the 2013 Budget to conduct a program plan review and \$25,000 to conduct a staffing study. Because of 110 Percent's specialization coupled with ePRepSolutions' PASS process, staff recommends the \$25,000 budgeted for the staffing study be used for the program study. As outcomes of the program analysis may have an impact on staffing, the program study should be completed first. Commissioner Howard voiced his concern for the hiring of consultants and the excess expenditure. The Board discussed the specialized process, the tools and training involved, and the valuable outcome the study would provide to the District in developing services/offerings to the community. As there was no further discussion, the Board was polled. Ayes: Commissioners Kies, Morissette-Moll, Spaeth, Ubriaco, and Kubiesa. Nays: Howard. Motion passed 5 to 1.

Program and Service Report: Enterprise Services Department Financial Status

Executive Director Rogers gave an overview of financial challenges facing the District's Enterprise Services Department including lack of profit earned over time from certain hospitality and concession businesses, declines in interest income, loss of rental income from Elmhurst Memorial Hospital LifePlan at Courts Plus, increased competition and the national recession. He then detailed steps taken and planned to effectively address those challenges proactively including shifting certain hospitality and concession businesses (concession stands and The Hub) to the Recreation Fund and subsidizing them with tax dollars, as necessary, eliminating the vacant Division Manager of Hospitality and Concessions position, letting a bid for potential contracted operations at the concession stands and the Courts Café and shifting management responsibility for most hospitality and concession businesses to the Parks and Facilities Department.

Intergovernmental Agreement with DuPage County Dept. of Transportation for the Prairie Path Re-alignment

Commissioner Spaeth made a motion for the Board of Park Commissioners to approve the Intergovernmental Agreement with DuPage County and authorize the Park Board President to execute said agreement. Commissioner Kies seconded the motion. The agreement proposes to realign the Illinois Prairie Path crossing at the Chicago Central Pacific Railroad near Pioneer Park, including a new spur on District property that enters from the intersection of Prospect and Seminole Avenues. The realignment will be completed at no cost to the District and ensure path users no longer travel along the railroad tracks. The realignment also calls for a split rail fence to be erected along the northern edge of Pioneer Park's parking lot to ensure users cannot create shortcut paths. The portion of Wild Meadows Trace along Seminole is one of the proposed storm water mitigation sites. Should the City's storm water management plan be approved by the Park Board, the detention would need to be shifted to the east but, it would also eliminate the need to build an aggregate path connection in the City's plans, thus reducing costs for the City. As there was no further discussion, the Board was polled. Ayes: Commissioners Morissette-Moll, Spaeth, Ubriaco, Howard, Kies, and Kubiesa. Nays: none. Motion passed unanimously.

**COMMISSIONER INFORMATION ITEMS –
Announcements**

Commissioner Kies

- Plan a visit to the Prairie Path to see the plants.

Commissioner Ubriaco

- Thanked staff for the great re-opening of Washington Park.

Future Agenda

None

STAFF ANNOUNCEMENTS

Director of Information Technology – Kenny

- Staff are scheduled to be trained for the new Elmhurst Park District website this week.

Director of Enterprise Services – McDermott

- September's joining membership special includes a reduced joining fee of \$40 and the first month free for those who join in September. So far, the sale generated 130 new memberships with 170 new members.
- Commissioner Kies inquired about the tennis season.

Director of Recreation - Szkolka

- The District received a \$1,000 grant from USGA to celebrate National Gymnastics Day at the Elmhurst Gymnastics Center Open House on September 21. Flyers will be translated in Spanish. Board President Kubiesa suggested having a Spanish-speaking volunteer at the event.
- The Fishing Derby at Eldridge Park will be held on September 21.

Director of Finance & Human Resources – Medema

- The Employee Wellness Fair will be held at Wilder Mansion on September 24.

Director of Marketing & Communications – Wade

- Marketing is developing a trail guide for all walking trails in District parks. The guide will include maps and distance measures.

Park Planner – Pask

- The Eldridge lagoon will be stocked with fish next week for the upcoming Fishing Derby.

Director of Parks & Facilities – Ferrentino

- The Conservatory and Greenhouse project is moving forward with the trusses up.

Special Projects Coordinator – Guttman

- The final deadline for completing department budgets is this Friday. The next stage is reviewing the overall District budget and preparing the budget document to bring to the Board.

Executive Director – Rogers

- Thank you to those who were able to attend the Washington Park re-opening.
- At the Immaculate Conception field dedication, I had an opportunity to ask DuPage County Chairman Dan Cronin to look into the delay in the Wilder Park walkway grant funds. Then, just last week, I received a call notifying me that the grant funds were approved for release. We hope to have a check by the end of the year.

ADJOURNMENT

There being no further discussion, Commissioner Spaeth moved to adjourn at 8:50 p.m. and Commissioner Morissette-Moll seconded the motion. The Board adjourned by voice vote.

The next regularly scheduled meeting will be held on Wednesday, September 25, 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 Howard at the September 25, 2013 Park Board meeting.

Colette Kubiesa, Board President

Nimfa Melesio, Recording Secretary