

**MINUTES OF THE REGULAR MEETING OF THE
ELMHURST PARK DISTRICT
BOARD OF COMMISSIONERS
December 2, 2015
7:00 p.m.**

Minutes of the regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, December 2, 2015 at the Administrative Office Building, 375 W. First Street, Elmhurst, IL. Prior notice of the meeting was posted. The meeting was called to order by Board President Ubriaco at 7:00 p.m.

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
David Kenny, Director of Information Technology
Brian McDermott, Director of Enterprise Services
Cindy Szkolka, Director of Recreation
Ginger Wade, Director of Marketing & Communications
Laura Guttman, Special Projects Coordinator
Julie Bruns – Division Manager – Human Resources & Risk Management
Chris Strom, Administrative Assistant

Visitors: Linda Breivogel, 520 E. Adams, Elmhurst Ruth Maple, 331 Elm, Elmhurst
Robert Honig, 425 Holly, Elmhurst Kathleen Sullivan, 133 Pine, Elmhurst
Cathy Jordan, Chair, Elmhurst Senior Commission

ADDITIONS/DELETIONS/CHANGES TO AGENDA

None

REMARKS/CORRESPONDENCE FROM VISITORS –

Cathy Jordan, Chair of the Elmhurst Senior Commission
The Elmhurst Senior Commissioner recommends the Park District address Elmhurst senior needs using the same process currently being explored for a sports complex center. The Commission also recommends the Park District partner with the City of Elmhurst and the Elmhurst Center for Health to help coordinate a feasibility study for a full service senior center to fulfill the needs of future seniors which will vary significantly to seniors today.

Robert Honig

At recent Park Board meetings, public remarks in opposition of a basketball court at Butterfield Park to prevent nonresidents and people from Cook County from using the park, are really against black people visiting Butterfield Park. Although the Board has not approved a final plan for Butterfield Park, its recent vote has placed itself in a path towards keeping out black people. What is next? No soccer because a group may not want Hispanics in the parks and then move further onto excluding other groups. Requested the board not succumb to bigots, who are pushing the board to pull off the plan for a basketball court in Butterfield Park. Summoned the board to lead the community of Elmhurst towards dignity, to a place where people outside of the community are welcomed no matter their color. Implored the board to approve a plan that includes a basketball court in Butterfield Park.

Linda Breivogel

Would like to see a full-service senior center in Elmhurst. Has visited other communities with impressive senior centers including Arlington Heights, Mount Prospect, Park Ridge, and Glendale Heights. Given the stature of the Elmhurst community, she stated she is embarrassed that Elmhurst lags behind in offering senior services compared to the aforementioned towns. Offered her services to help make the senior center a reality.

COMMITTEE REPORTS

PEP – Ennis

- Held elections resulting in no changes.
- The 2016 golf outing fundraiser will be held on May 20.
- Discussed the Playground for Everyone fundraiser on February 20. Asked the board to personalize some invitations to the fundraiser. More information will follow.
- Anticipated moving the meeting date and time to garner more members, but decided to keep the meeting times the same (8 a.m.) on the third Thursday of each month through February.

UPCOMING COMMITTEE MEETINGS

Stormwater Committee – December 9, 2015
Gateway – December 10, 2015

Elmhurst Art Museum – December 16, 2015
PEP – December 17, 2015

CONSENT AGENDA

Commissioner Kies made a motion for the Board to approve the Consent Agenda of December 2, 2015. Commissioner Ennis 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: November 18, 2015 Budget Hearing Minutes, November 18, 2015 Regular Meeting Minutes, November 18, 2015 Closed Meeting Minutes, Voucher List of November 20, 2015 for \$73,823.11, Non Accounts Payable Disbursement of Funds of \$657,000, Disposal Ordinance O-13-15, Medical Insurance Renewal, and Dental Insurance Renewal.

UNFINISHED BUSINESS (OLD) –

2015 Third Quarter Financial Report

Director of Finance & Human Resources Jacobson provided the Board with an overview of the District's financial performance through September 30, 2015 compared to budget, an update on capital projects, and a summary of investments. Total revenue is 77% of budget, but 20% lower than 2014 due to bond refunding last year. Donation revenue is 272% of budget and 160% (\$102,525) higher in the prior year primarily due to 2015 receipts of \$34,350 in re-subdivision proceeds and a trust donation of \$110,285. The significant increase in re-subdivision proceeds can be attributed to the Nitti development and are being recorded in a separate line item in lieu of Cash and Investments to allow for future plans. To date, the District has made all of its bond payments. Sugar Creek will be able to make its full debt payment this year. Grants show a low 3% of budget due to the loss of grant monies initially awarded and later frozen at the state level. Excluding debt, expenditures are 2% greater than last year due to health care expenses (\$82,000), computer network connection expenses, consulting, utilities, and additional capital expenditures. Capital project expenditures will be lower than anticipated due to projects not yet completed or lower bids than projected resulting in a savings of \$320,000.

2016 Proposed Budget - continued discussion

Executive Director Rogers provided the Board with supplementary materials requested by Board President Ubriaco including the Sugar Creek Golf Course budget and a summary spreadsheet comparing employee headcount and compensation costs amongst the last three years and the current year. Board President Ubriaco stress the importance of looking at headcount as it is a significant driver of costs; the report also provides transparency in reporting allocation of resources to deliver services that impact the customer. Commissioner Spaeth would like a review of market trends regarding personnel reductions when new technologies are introduced to help improve efficiencies and reduce costs. Commissioner Pelosi stated that there should be a correlation between the reduction of manual labor and the elimination of manual tasks not just when new technologies are acquired. He would like to review how labor is currently being utilized if certain manual processes have been eliminated. Rogers clarified that, while opportunities for efficiencies always exist, the purchase of a new registration system is a necessity as the current system will be discontinued.

The golf fund showed a positive operating net of \$14,660 after debt payments. Commissioner Morissette-Moll stated that although Sugar Creek Golf Course will be able to meet its debt payment obligation this year, it remains in debt. Rogers added that approximately 10 years remain on the debt, but there are options to reduce the debt payments by refunding. Board President Ubriaco stated that it is important for the Park Board to remain cognizant of Sugar Creek's financial status due to the challenging times golf courses are facing. She encouraged Commissioners to interact with the budget document and provide staff with any suggestions that will improve how the information is presented in the document. The Board thanked staff for their work in developing the budget document.

Stormwater Management

Executive Director Rogers reported that he attended the City of Elmhurst Public Works Committee meeting on Monday, November 23, 2015. The City's Stormwater Committee has agreed to send the Park Board's current proposal for York Commons to the City Council for its December 7, 2015 meeting. The proposal calls for an extension of the lease to the maintenance facility for an additional 79 years to coincide with the lease of the fire station and the removal of funding for recreational amenities. The committee also had a brief discussion on the Board's proposal for the other park sites. The City's main concern was the compensation for the proposed sites. The Park Board proposed compensation to be 1.5 times the fair market value of the property to be converted. Those funds would then be used for the acquisition of replacement property. The City will pay no less than the appraised cost and no more than 1.5 times the appraised cost. If the actual cost of the replacement property falls in-between those two amounts, the Park District will receive the lesser of the 1.5 times the appraised cost or the actual replacement cost.

The District will coordinate with the Illinois Department of Natural Resources on possible replacement property for each site. Executive Director Rogers stated that IDNR has indicated a willingness to be flexible given Elmhurst's current situation. The District is committed to finding qualified replacement property.

In response to Commissioner Kies asking if multiple properties can replace one parcel, Rogers stated it would be dependent on the Board's consideration to accept multiple properties. IDNR has already confirmed that it will consider all options presented.

NEW BUSINESS –

2016 Proposed Board Meeting Dates

Executive Director Rogers presented the proposed 2016 Board Meeting dates per Section 120/2.02 of the Illinois Public Meetings Act which requires public bodies give public notice at the beginning of each calendar year of the dates, times and places of the regular meetings for the calendar year. Commissioner Morissette-Moll made a motion for the Board to schedule the 2016 Board meeting dates falling on the second and fourth Wednesday of each month with the exception of the month of November, which will have three board meetings to accommodate the budget process and holiday, and December which has one meeting. Commissioner Spaeth seconded the motion. The Board was polled. Ayes: Commissioners Pelosi, Spaeth, Ennis, Graf, Kies, Morissette-Moll, and Ubriaco. Nays: none. Motion passed unanimously. The 2016 Board meeting dates are as follows:

January 13 and 27	July 13 and 27
February 10 and 24	August 10 and 24
March 9 and 23	September 14 and 28
April 13 and 27	October 12 and 26
May 11 and 25	November 2, 16, and 30
June 8 and 22	December 14

Board Policy Committee Recommendations: 6.07 – External Relations

Commissioner Kies made a motion that the Board of Park Commissioners approve the revision of Board Policy 6.07 – External Relations stating that the “Executive Director may not...4. Submit the name of any current or former Park Board Commissioner for nomination for an award or recognition without the consent of the Board of Park Commissioners.” Commissioner Pelosi seconded the motion. Commissioner Morissette-Moll stated that the requirement to seek Board approval will eliminate the element of surprise for the recipient. Commissioner Kies said that it was not about the surprise, but about the award. Board President Ubriaco stated that the policy protects the Executive Director from any coercion that could come into play. As there was no further discussion, the Board was polled. Ayes: Commissioners Spaeth, Ennis, Graf, Kies, Morissette-Moll, Pelosi, and Ubriaco. Nays: Commissioner Morissette-Moll. Motion passed 6 to 1.

COMMISSIONER INFORMATION ITEMS –

Commissioner Kies

- The prairie looked beautiful covered with snow today.

Future Agenda –

The item requesting the discussion of Commissioner award nominations was removed from Future Agenda as it was discussed at the meeting.

STAFF ANNOUNCEMENTS

Director of Information Technology – Kenny

- Received reimbursement for recycling over a ton of electronic equipment including aging computers.

Director of Recreation – Szkolka

- Saturday, December 5 will be the first open registration using the new registration system, Rec Trac.

Director of Marketing & Communications – Wade

- Please join us for the annual tree lighting at Wilder Park precisely at 7 p.m. The holiday activities will begin at 6 p.m. including the arrival of Santa Claus.

Director of Enterprise Services – McDermott

- Special Kids Day held its annual holiday party at Wilder Mansion.
- Targeted marketing to surrounding suburbs resulted in a 35% (134) increase in new non-resident members for November.
- The number of college students who joined during the November promotion has yet to be tabulated.

Director of Parks & Facilities – Ferrentino

- Paperwork is being processed for lifeguards interested in returning to the pools this summer.
- District electrician, Wayne Kramer, will retire this month. Tomorrow’s tree lighting will be the last time he illuminates Wilder Park.

Division Manager Human Resources & Risk Management – Bruns

- Following the board’s approval of the medical and dental insurance plan renewal, open enrollment will begin. Staff is aware of the changes and District insurance broker, HUB, will present the new plans and answer questions. Open enrollment is late due to the insurance provider submitting rates late.
Rogers added that the new medical coverage will allow employees to make a selection from five plans with a wide range of options. Additionally, the new plan will enable the District to better control costs as it converts to a defined contribution plan. In previous years, costs were based on a percentage of premium rates.

Special Projects Coordinator – Guttman

- The Request for Proposals (RFP) for the indoor sports facility feasibility study has been advertised in print and online. Initially, it was sent to twelve firms that showed an interest on the project before the release of the RFP. The advertisement resulted in eleven additional firms seeking a copy.

Director of Finance and Human Resources – Jacobson

- The District will save \$46,500 from what was originally budgeted with the new health insurance. In response to Commissioner Spaeth asking if the new insurance coverage provides the same benefit to employees in comparison to current coverage, Rogers stated that the wide range of options will offer very similar coverage to what is currently offered. Depending on which plan is selected, a 6.7% increase may be expected. An interactive online portal will help employees choose the right plan for themselves and their family. The Board discussed the challenges of the health insurance market place.

Executive Director - Rogers

- Please consider joining us for the tree lighting on Thursday at 7 p.m.
- The District employee recognition luncheon will be held on Monday, December 14 at 11:30 at Wilder Mansion; please consider joining us.
- From 3 to 8 p.m. on Thursday, December 17 the holiday open house for all full and part-time staff will be held at Wilder Mansion. Please join us at any time during the event.

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” and pursuant to 5ILCS 120/2(c)(1) for the discussion of the “appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body” at 8:25 p.m. Commissioner Graf seconded the motion. The Board was polled. Ayes: Commissioners Pelosi, Spaeth, Ennis, Graf, Kies, Morissette-Moll, and Ubriaco. Nays: None. Motion passed unanimously.

OPEN SESSION

The Board returned to open session at 9:29 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” and pursuant to 5ILCS 120/2(c)(1) for the discussion of the “appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.” No final action was taken at the meeting on matters that were discussed in closed session.

ADJOURNMENT

There being no further discussion, Commissioner Pelosi moved to adjourn at 9:29 p.m. and Commissioner Ennis seconded the motion. The Board adjourned by voice vote.

The next regularly scheduled meeting will be held on Wednesday, December 16, 2015 at 7:00 p.m. at the Administrative Office Boardroom, 375 West First Street, Elmhurst, IL. Prior notice will be posted. Roll call voting will start with Commissioner Spaeth at the December 16, 2015 Park Board meeting.

Carolyn Ubriaco, Board President

Nimfa S. Melesio, Recording Secretary

Date Reviewed	12/16/15,
Date Approved	