

**MINUTES OF THE REGULAR MEETING OF THE  
ELMHURST PARK DISTRICT  
BOARD OF COMMISSIONERS  
December 10, 2014  
7:00 p.m.**

Minutes of the Regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, December 10, 2014 at the Administrative Office, 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 Howard, Kies, Kubiesa, Pelosi, Spaeth, and Ubriaco

**Absent:** Commissioner Morissette-Moll (excused)

**Staff Present:** James W. Rogers, Executive Director  
Angela Ferrentino, Director of Parks & Facilities  
Christi Jacobson, Director of Finance and 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  
Laura Guttman, Special Projects Coordinator

**Visitors:** Christine (Engel) Langenstrass  
Kevin Graf, 233 Cayuga, Elmhurst

**ADDITIONS/DELETIONS/CHANGES TO AGENDA** – No changes.

**REMARKS/CORRESPONDENCE FROM VISITORS**

Kevin Graf, 233 Cayuga

Thanked the Board for mailing notifications to past Park Board visitors informing them that an item for *stormwater management discussion* will not be on the December 10, 2014 Board meeting agenda. Stated that the proposed stormwater detention basin plans for York Commons Park is not a solution for the prevention of flooding in the Vallette and Swain area nor the Washington Street areas. Infrastructure upgrades would resolve flooding in those areas along with compensatory storage near Salt Creek similar to Eldridge Park. Thanked the Board for its due diligence regarding the city's stormwater issue.

Christine (Engel) Langenstrass

Concerned with the proposal to deed over the west lobe of Golden Meadows to the City of Elmhurst to build a stormwater detention basin. Asked the Park Board to reconsider its decision to deed over the land to the City. Asked if the use of underground stormwater storage was considered.

## **COMMITTEE REPORTS**

### PEP - Pelosi

- Received a \$500 donation from the Elmhurst Masters Competition Cycling organization from their event held in July 2014.
- Brainstorming ideas to hold fundraising events including possible cooperatives with other non-profit agencies.

### Sugar Creek Golf Course - Rogers

- The Village of Villa Park has approved the Sugar Creek Golf Course FY 2015 Budget.
- The banquet room held eight events in November.
- The Annual Fall Scramble sold out with 88 golfers.
- Marketing for January's Chili Open is underway.
- There was a Black Friday sale in the pro shop; many purchased gift cards and apparel.
- Course winterization has begun including stump grinding, blowing out the irrigation system, and storing course equipment and accessories.
- The Village Manager of Villa Park Keehner and I agreed that after looking at the year-end financial position of the course, to fund the purchase of the replacement tractor by splitting the cost between the two agencies for approximately \$16,000 per agency. As the tractor is a vital piece of equipment for the course, it is an appropriate expenditure.

### Stormwater Subcommittee – Rogers, Howard, Spaeth

- The subcommittee met on December 5. Park Board representatives explained to City representatives that the Park Board needed more information to make a determination if the Park Board will consider a vote to reconsider the use of the east lobe of York Commons Park. The City has yet to present the Park District with any new information that would cause the Park Board to reconsider its decision.
- The subcommittee explained the importance of looking at the cost increments between the east and west lobe. The City's engineers will contact the District's V3 engineer directly, who will in turn inform the District.
- Alderman Healy proposed adding to the IGA that the City would agree to restore the encumbered property to the Park District at a future date. The concept was not fully discussed but discussions will continue at another subcommittee meeting.

## **UPCOMING COMMITTEE MEETINGS**

Gateway – December 11, 2014

Elmhurst Art Museum – December 17, 2014

## **CONSENT AGENDA**

Commissioner Kubiesa made a motion for the Board to approve the Consent Agenda of December 10, 2014. Commissioner Spaeth seconded the motion. The Board was polled. Ayes: Commissioners Howard, Kies, Kubiesa, Pelosi, Spaeth, and Ubriaco. Nays: None. Motion passed unanimously.

It should be noted that the following items were approved on the Consent Agenda: November 19, 2014 Budget Hearing Minutes, November 19, 2014 Regular Meeting Minutes, November 19, 2014 Closed Meeting Minutes, Voucher Lists for: 11/21/14 - \$58,803.43, 12/05/14 - \$142,207.26, and Disposal Ordinance O-10-14.

**UNFINISHED BUSINESS (OLD) –**

**Approval of FY2015 Budget and Financial Planning Policy**

Commissioner Kies made a motion that the Board of Park Commissioners approves the Budget document for fiscal year 2015 and the changes to the Board's *6.02 Financial Planning* policy. Commissioner Howard seconded the motion. Executive Director Rogers stated the Board is approving the budget document along with the District's long-range plans including the 2015 Strategic Work Plan, the 2015-24 Long-Range Capital Plan and the 2016-20 Long-Range Financial Plan. The document has been made available for public inspection. As presented to the Board, changes have been made to the Board's *6.02 Financial Planning* policy to change the cash and investment targets for IMRF and the Museum Fund Departments based on their cash flow and expense trends. As there were no further comments or discussion, the Board was polled. Ayes: Commissioners Kies, Kubiesa, Pelosi, Spaeth, Howard, and Ubriaco. Nays: None. Motion passed unanimously.

**FY 2015 Budget and Appropriations Ordinance O-13-14**

Commissioner Kubiesa made a motion that the Board of Park Commissioners approves Ordinance O-13-14 in the form presented and authorizes the Park Board President, Secretary, and Treasurer to take appropriate action including the execution of the ordinance and any other required documents and file the same with the DuPage and Cook County clerks. Commissioner Pelosi seconded the motion. Executive Director Rogers stated that the budget and appropriation ordinance is the formal document that legally enacts the 2015 budget. The budget document has been made available for public inspection and a public hearing was held on November 19, 2014. The Board's approval will inform the County Clerks of DuPage and Cook counties of expenditures the District plans to make during the upcoming year. The District's FY2015 budget is \$22,319,006. The appropriated amount of \$26,782,807 is 20% higher than the budgeted amount in order to ensure the District remains in compliance with State laws in the event additional funds are needed or are made available. The estimated expenditures are approximately \$22.3 million leaving the District with \$6.9 million at the end of 2015. As there were no further comments or discussion, the Board was polled. Ayes: Commissioners Kubiesa, Pelosi, Spaeth, Howard, Kies, and Ubriaco. Nays: None. Motion passed unanimously.

**FY 2014 Tax Levy Ordinances O-11-14 and O-12-14**

Commissioner Spaeth made a motion that the the Board of Park Commissioners approves Tax Levy Ordinance O-11-14 and authorizes the Park Board President, Secretary, and Treasurer to take appropriate action including the execution of the ordinance and any other required documents and file the same with the DuPage and Cook County clerks. Executive Director Rogers stated that the ordinance authorizes DuPage and Cook counties to collect taxes in the amount of \$6,358,439. As there were no further comments or discussion, the Board was polled. Ayes: Commissioners Pelosi, Spaeth, Howard, Kies, Kubiesa, and Ubriaco. Nays: None. Motion passed unanimously.

Commissioner Kubiesa made a motion that the Board of Park Commissioners approves Tax Levy Reduction Ordinance O-12-14 and authorizes the Park Board President, Secretary, and Treasurer to take appropriate action including the execution of the ordinance and any other required documents and file the same with the DuPage and Cook County clerks. Executive Director Rogers stated that the ordinance directs the counties on how to spread any tax levy adjustments needed to provide for the property tax extension and the limitation law. Should less monies be collected, the general and recreation fund will be adjusted due to their flexibility. The ordinance also directs the county clerks to not make adjustments to the museum, FICA, and IMRF liability, paver and lighting, and special recreation fund as they are special purpose funds. As there were no further comments or discussion, the Board was polled. Ayes: Commissioners Spaeth, Howard, Kies, Kubiesa, Pelosi, and Ubriaco. Nays: None. Motion passed unanimously.

### **2014 Third Quarter Financial Report**

Executive Director Rogers presented the Park Board with an overview of financial trends and performance compared to budgeted amounts through the 2014 Third Quarter Financial Report ending September 30, 2014. The year-to-date report included a comparison of revenues and expenditures to the previous two years by fund, comparison of revenues and expenditures to budgeted amounts, comparison of revenues and expenditures by source to 2013, Capital Improvement Plan expenditures, and investments.

Executive Director Rogers stated that the third quarter ended similarly to the third quarter of 2013 with 80% of capital monies spent of its budgeted dollars for the year. Capital projects included the resurfacing of the tennis courts at Berens Park and the Eldridge Park lagoon drainage project. Revenues appear to be down compared to last year due mainly to TIF funds received in 2013 and the shifting of the Courts Plus café from the Enterprise Services fund to Recreation to be outsourced. The shift to an outside vendor has eliminated the District's operational costs of the café. The report also included a status report of capital projects which reported that the Smalley Pool bath house roof was not completed due to roof repairs made to the Eldridge Recreation Building. Commissioner Kies asked what vehicles were included in the rolling vehicle stock inventory (John Deere equipment). Investments increased by \$1.5 million from 2013 due in large part to the PARC grant's second reimbursement.

### **NEW BUSINESS –**

#### **Appointment of Treasurer**

Commissioner Pelosi made a motion that the Board of Park Commissioners appoint Director of Finance & Human Resources Christi Jacobson as Treasurer of the Board. Commissioner Kies seconded the motion. Executive Director Rogers explained that due to a vacancy in the position of Director of Finance & Human Resources, the position of Board Treasurer was unfilled. On December 1, 2014, the District hired Christi Jacobson for the position of Director of Finance & Human Resources and it was recommended that the Board formally appoint Ms. Jacobson as Treasurer of the Board. As there were no further comments or discussion, the Board was polled. Ayes: Commissioners Kies, Kubiesa, Pelosi, Spaeth, Howard, and Ubriaco. Nays: None. Motion passed unanimously.

## **COMMISSIONER INFORMATION ITEMS –**

Commissioner Kies

- Thanked staff for making the Wilder Park Annual Tree Lighting a success.
- Invited the Board to visit Lizzadro Museum's current exhibit.

**Future Agenda** – No changes.

## **STAFF ANNOUNCEMENTS**

Special Projects Coordinator – Guttman

- Staff has developed an action plan for the program analysis process that will begin in the new year.

Director of Parks & Facilities – Ferrentino

- Lifeguards have been called in for evaluations to be held at York High School for next summer's staffing.

Director of Marketing & Communications – Wade

- We are transitioning to a new print house for the next brochure. As expected some adjustments are needed in our format. The District was with the same printer for eight years.

Director of Enterprise Services – McDermott

- The Courts Plus membership special ended December 14; sales increased 30% compared to 2013.
- There is currently a short-term membership offering geared toward returning college students.

Director of Finance & Human Resources – Jacobson

- The Finance Department is finishing up annual reports and is gearing up for the year end.
- Will be meeting with the auditor on Friday.

Director of Recreation – Szkolka

- Sunbeams & Rainbows' first fundraising effort resulted in the ability to purchase four iPads and four digital cameras.

Executive Director - Rogers

- The filing period for nominating petitions for the April 7, 2015 Consolidated Election begins on December 15.
- The Employee Recognition Luncheon will be held on December 15, 2014 at 11:30 at Wilder Mansion.
- The employee Holiday Open House will be held on December 18, 2014 from 3 to 8 p.m. at Wilder Mansion
- Wished the Board happy holidays.

**CLOSED SESSION**

A motion to adjourn to Closed Session was made by Commissioner Howard pursuant to 5ILCS 120/2(c)(1) for the “appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body” at 7:57 p.m. Commissioner Kies seconded the motion. The Board was polled. Ayes: Commissioners Kubiesa, Pelosi, Spaeth, Howard, Kies, and Ubriaco. Nays: None. Motion passed unanimously.

**OPEN SESSION**

The Board returned to open session at 8:03 p.m.

Board President Ubriaco stated that the Board met in Closed Session pursuant to 5ILCS 120/2(c)(1) for 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 Spaeth moved to adjourn at 8:04 p.m. and Commissioner Kies seconded the motion. The Board adjourned by voice vote.

The next regularly scheduled meeting will be held on Wednesday, January 14, 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 Kies at the January 14, 2015 Park Board meeting.

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Carolyn Ubriaco, Board President

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Nimfa S. Melesio, Recording Secretary