

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

Minutes of the Regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, December 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.

Present: Commissioners Howard, Kies, Morissette-Moll, Ubriaco, and Kubiesa
Commissioner Pelosi arrived at 7:26 p.m.

Absent: Commissioner Spaeth (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
Jerry Pask, Park Planner

Visitors: None

ADDITIONS/DELETIONS/CHANGES TO AGENDA

None

REMARKS/CORRESPONDENCE FROM VISITORS

None

COMMITTEE REPORTS

PEP - Wade

- Held a holiday party at Pete Goworowski's house.
- Looking at hosting a holiday event fundraiser next year in Wilder Mansion.
- The December 12 meeting was cancelled.

Sugar Creek Golf Course - Rogers

- The number of registrants for the Fall Classic sold out requiring an additional day to fulfill demand.
- In order to address challenges faced during the spring Jr. Golf registration, online registration will be offered next spring.
- Superintendent Goss reported on winterizing equipment and the irrigation system. He is also busy clearing debris off the course.

**Storm Water Sub-Committee – Commissioner Howard and Executive Director Rogers
Howard -**

- It was a productive meeting overall. The lines of communication are open and it appears common interests exist among the group.

Rogers

- The Park Board has been kept informed of the sub-committee's discussions, which included sharing the Board's August 28 discussion points on the park proportions under consideration for storm water retention through email correspondence.
- The sub-committee will meet again on January 13, 2014. Once certain concepts are ironed out, the Storm Water Committee will meet again as a whole. Additionally, the Park/City/School committee will not meet on January 13 as the storm water issue remains that group's main focus.

UPCOMING COMMITTEE MEETINGS

Gateway – December 12, 2013

Elmhurst Art Museum – December 18, 2013

PEP – January 23, 2014

Sugar Creek Golf Course – January 28, 2014

CONSENT AGENDA

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda of December 11, 2013 and Commissioner Kies seconded the motion. The Board was polled: Ayes: Commissioners Kies, Morissette-Moll, Ubriaco, Howard, 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 November 20, 2013, Closed Meeting Minutes of November 20, 2013, Check Registers 11/29/13 - \$211,932.58, 11/22/13 - \$132,394.74, 12/06/13 - \$58,694.01 and Disposal Ordinance O-12-13.

UNFINISHED BUSINESS (OLD) –

FY 2014 Budget

Commissioner Morissette-Moll made a motion that the Board of Park Commissioners approves the budget document for fiscal year 2014. Commissioner Ubriaco seconded the motion. Executive Director Rogers stated that for the second year staff has brought forth the budget document for approval prior to approval of the budget ordinance. The Board's approval of the budget document demonstrates that the board approves the District's long-range plans, strategic plans, and capital projects contained in the 2014 budget document. As there was no further discussion, the Board was polled: Ayes: Commissioners Morissette-Moll, Ubriaco, Howard, Kies, and Kubiesa. Nays: None. Motion passed unanimously.

FY 2014 Budget and Appropriations Ordinance O-11-13

Commissioner Ubriaco made a motion that the Board of Park Commissioners approves the 2014 Budget and Appropriations Ordinance O-11-13 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 Kies seconded the motion. Executive Director Rogers stated that the Budget and Appropriations Ordinance O-11-13 is a formal document legally enacting the 2014 budget, all required notifications were completed, the Public Hearing was held on November 6, 2013 yielding no comments, and legal counsel review found the Ordinance to be in order. The appropriation is 20% higher than the budget figure as the appropriation represents the Park Board's legal spending limit. As there was no further discussion, the Board was polled: Ayes: Commissioners Ubriaco, Howard, Kies, Morissette-Moll, and Kubiesa. Nays: None. Motion passed unanimously.

FY 2013 Tax Levy Ordinance O-09-13

Commissioner Ubriaco made a motion that the Board of Park Commissioners approves Tax Levy Ordinance O-09-13 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 Kies seconded the motion. Director of Finance and Human Resources Medema explained that the Board's adoption of Tax Levy Ordinance O-09-13 formally enacts the legislation that will authorize the counties to collect taxes in the amount of \$6,289,465. As there was no further discussion, the Board was polled: Ayes: Commissioners Ubriaco, Howard, Kies, Morissette-Moll, and Kubiesa. Nays: None. Motion passed unanimously.

FY 2013 Tax Levy Reduction Ordinance O-10-13

Commissioner Ubriaco made a motion that the Board of Park Commissioners approves Tax Levy Reduction Ordinance O-10-13 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 Kies seconded the motion. Director of Finance and Human Resources Medema stated that Ordinance O-10-13 provides direction to the County Clerks on how to make tax levy adjustments needed to comply with the Property Tax Extension Limitation Law. Any required adjustments shall be proportionately spread among the General and Recreation Funds. As there was no further discussion, the Board was polled: Ayes: Commissioners Kies, Morissette-Moll, Ubriaco, Howard, and Kubiesa. Nays: None. Motion passed unanimously.

NEW BUSINESS –

None

**COMMISSIONER INFORMATION ITEMS –
Announcements**

Commissioner Kies

- The Wilder Park Tree Lighting event was well attended. Wilder Mansion shone for all to see.

Commissioner Morissette-Moll

- Thanked staff for attending the Tree Lighting event after a day at work. There was a huge turnout. The children enjoyed decorating cookies in Wilder Mansion. Staff went above and beyond in making the event a success.

Commissioner Kubiesa

- Thanked Mariano's for being an event sponsor. The cookie decorating and warm apple cider were a welcomed bonus.

Future Agenda

None

STAFF ANNOUNCEMENTS

Director of Information Technology – Kenny

- I.T. completed its disaster recovery plan. This document is developed approximately every 3 years for reviewing all major systems and responses to loss of information, loss of access, or loss of personnel. The plan minimizes disruption of operations and provides for an orderly recovery.

Director of Enterprise Services – McDermott

- Courts Plus will be wrapping up its final renovation project in the new studio space. We plan to offer new programs and classes there soon.

Director of Marketing & Communications – Wade

- Thanked the Board for attending the Tree Lighting event. The sponsors were happy with the event as were attendants.

Director of Recreation - Szkolka

- Friday night is the second fall performance of the Stage Play Musical Theatre Group. Forty participants will perform.
- On Sunday, there will be three music and voice recitals at Elmhurst College.
- The Senior Holiday Gala will be held next Wednesday.

Director of Finance & Human Resources – Medema

- Thanked the Board for approving the ordinances and ensured they will be filed with DuPage and Cook counties as required.
- The audit schedule has been set for the 2013 financials.

Director of Parks & Facilities – Ferrentino

- Despite the cold weather, the Eldridge Park lagoon has not reached freezing point yet. According to PDRMA standards, the ice must be 8” in thickness to be considered safe.

Park Planner – Pask

- Thanked the Board for approving the budget allowing him to begin planning for the capital projects listed for 2014.

Executive Director – Rogers

- Announced that the District has been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Financial Officers Association (GFOA) for fiscal year ended December 31, 2012. Thanked staff involved in the effort and the Board for providing policy direction.
- As the parameter ordinance enabling the Executive Director to move forward on bond refunding will expire in January, Executive Director Rogers contacted Mesirow Financial, who advised that reissuing bonds at this time will not provide a significant savings. Mesirow added that the Illinois pension reform may change the way bond agencies view government agencies. Some relief may come early next year.
- Attended the TIF joint meeting review board meetings, which revealed that all TIFs continue to perform. The City plans to begin disbursements for TIF I in 2015.
- Invited the Board to the full-time staff luncheon to be held on Monday, December 16 at Wilder Mansion.
- The holiday open house for all staff will be held at Wilder Mansion from 3 to 8 p.m. Board of Park Commissioners was invited to attend the informal drop-in.
- On behalf of staff and myself, I would like to wish the Board happy holidays. It has been a great year and I look forward to bigger and better things in 2014.

ADJOURNMENT

There being no further discussion, Commissioner Pelosi moved to adjourn at 7:28 p.m. and Commissioner Ubriaco seconded the motion. The Board adjourned by voice vote.

The next regularly scheduled meeting will be held on Wednesday, January 8, 2014 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 Morissette-Moll at the January 8, 2014 Park Board meeting.

Colette Kubiesa, Board President

Nimfa Melesio, Recording Secretary