

**MINUTES OF THE REGULAR MEETING OF THE
ELMHURST PARK DISTRICT
BOARD OF COMMISSIONERS
March 9, 2016
7:00 p.m.**

Minutes of the regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, March 9, 2016 at the Administrative Office, 375 West 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 Graf, Kies, Morissette-Moll, Pelosi, Spaeth, and Ubriaco

Absent: Commissioner Ennis

Staff Present: James W. Rogers, Executive Director
Angela Ferrentino, Director of Parks & Facilities
Christi Jacobson, Director of Finance & Human Resources
Brian McDermott, Director of Enterprise Services
Cindy Szkolka, Director of Recreation
Ginger Wade, Director of Marketing & Communications
Julie Bruns, Division Manager – Human Resources & Risk Management
Sue Kiel, Registration Office Supervisor

Visitors: Kathleen Sullivan, 133 Pine
Keeley Thayer, Elmhurst League of Women Voters

ADDITIONS/DELETIONS/CHANGES TO AGENDA

Agenda item #9b (2) *Multi-Family Building Project* was added.

REMARKS/CORRESPONDENCE FROM VISITORS – None

COMMITTEE REPORTS

Stormwater Subcommittee – Graf, Spaeth, Rogers

- On February 22, Board President Ubriaco signed the intergovernmental agreement for the York Commons Park stormwater detention.
- V3 engineer, Greg Wolterstorff conducted a peer review of the 65% completion plans, which the subcommittee reviewed and returned to the City on February 29. Per the IGA, the next version of plans will be reviewed at 95% completion. The engineer made 19 comments from his peer review, the City is currently addressing those comments.
- The Public Works Committee will discuss the terms of the draft IGA for Golden Meadows at its March 14 meeting and anticipates passing it on for discussion and approval of the terms to the City Council for their March 21 meeting.
- Commissioner Spaeth suggested the progression of negotiations with the City be posted on the District's website for public review.

UPCOMING COMMITTEE MEETINGS

Gateway – March 10, 2016

PEP – March 17, 2016

Sugar Creek Golf Course – March 22, 2016

Stormwater Subcommittee- March 24, 2016

Elmhurst Art Museum – April 27, 2016

CONSENT AGENDA

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda of March 9, 2016. Commissioner Kies seconded the motion. The Board was polled. Ayes: Commissioners Spaeth, Graf, Kies, Morissette-Moll, Pelosi, and Ubriaco. Nays: None. Motion passed unanimously.

The following items were approved on the Consent Agenda: February 24, 2016 regular meeting minutes, February 24, 2016 closed meeting minutes, and voucher list dated 02/26/16 - \$91,735.76.

UNFINISHED BUSINESS (OLD) –

Registration Software Update

Executive Director Rogers stated that the Board’s ad hoc Information Technology Committee has met twice. The committee reviewed the issue and developed and let a Request for Proposals (RFP) to solicit a consultant to assist in resolving the issues with a due date of March 17. After stressing the District’s concerns, the vendor, Vermont Systems, will provide an additional week of on-site training at no charge to the District. As members of the committee, Commissioners Ennis and Graf were provided VSI Connect to obtain access to the knowledge database. The District’s bandwidth is not believed to be part of the problem. Other agencies preparing to launch RecTrac 3.1, have inquired about the District’s difficulties with the new system. Additionally, agencies currently using the system have voiced concerns. Commissioner Pelosi asked if Vermont Systems assisted in reviewing the logs and stress testing the system. The committee anticipates having a plan in place for the next open enrollment including the option to have Vermont host the system. Although Vermont Systems has a long history of successfully providing registration software systems, it appears the 3.1 version was launched before it was thoroughly tested.

NEW BUSINESS –

Park District Risk Management Loss Control Review

Jesse Kinsland and Dane Mall of the Park District Risk Management Agency (PDRMA) presented an overview of the District’s past and future risk management activities and historical claims experience. The Park District will undergo its four-year Loss Control Review to evaluate, develop, maintain and enhance risk management best practices. Throughout the process, PDRMA works closely with staff to proactively identify and analyze risks, and then recommends ways to mitigate them. The previous Loss Control Review resulted in the District receiving a score of 99.5%, demonstrating that core risk management policies and practices are in place and functioning. The Board asked a number of questions of Kinsland and Mall and commended staff for the high score.

Multi-Family Building Project

Board President Ubriaco asked the item be added to the agenda to learn background information on the potential budget impact of the various multi-family building projects currently underway in Elmhurst. Executive Director Rogers stated that under the City’s current Subdivision Ordinance, the District receives a financial contribution as a result of a subdivision, resubdivision or development of property within the Park District’s boundaries. The contribution is to cover additional demands for services on the Park District by additional residents before tax revenue can be generated and collected from the additional dwelling(s). Rogers provided a sample of contribution levels based on dwelling

Elmhurst Park District Regular Board Meeting
March 9, 2016

type. Currently, two residential developments are underway, which may generate significant Subdivision Ordinance contributions to be allocated to the District's Capital Fund, while a third is forthcoming. As a practice, the District reaches out to new residents through a welcome packet offering samplings of services and discounts as an incentive to try programs.

COMMISSIONER INFORMATION ITEMS –

Commissioner Kies

- The Elmhurst College President's breakfast was wonderful.
- The St. Patrick's Day Parade was fun; staff did a nice job in organizing the Park District's participation.
- The Prairie Path has a new bee house for bees to place their young. Ferrentino informed the Board that an Eagle Scout built the bee house. Pictures of the bee house are on the District's website.

Commissioner Graf

- Reminded the Board to complete its self-assessment by March 20 for the Board's self-evaluation session with Peter Murphy of the Illinois Association of Park Districts (IAPD) in April.

Commissioner Ubriaco

- Attended the Elmhurst Senior Citizen Committee meeting led by Cathy Jordan, who attended the December 15 board meeting to read a statement challenging the Park District to provide improved senior services. The Committee created an ad hoc Senior Center Creation Committee headed by Chris Hanson. I volunteered to be part of the committee. Commissioner Kies and I visited the Arlington Heights Senior Center, which has every possible amenity cooperatively provided by eight separate agencies. The park district provides the recreational aspects.

Future Agenda – No changes.

STAFF ANNOUNCEMENTS

Director of Finance & Human Resources – Jacobson

- The Sugar Creek Golf Course auditors, Selden Fox, were here and a report from them will follow soon.

Director of Enterprise Services – McDermott

- The next seminar on colon health will be held at Courts Plus on March 22.

Director of Recreation - Szkolka

- Reintroduced Sue Kiel in her new position as Recreation Office Supervisor.

Director of Marketing & Communications – Wade

- On the fifth floor of the City's new Addison Street public garage are Wilder Park pictures.

Elmhurst Park District Regular Board Meeting
March 9, 2016

Division Manager – Human Resources and Risk Management – Bruns

- This year, PDRMA will conduct its Loss Control Review of the District to include site visits with the first visit on March 23 to complete administrative forms and review policies and procedures in place. Other visits include aquatics, parks, recreation and the golf course.

Director of Parks & Facilities – Ferrentino

- This Sunday is the last Family Swim at York High School; attendance has been good. Job interviews were conducted during the use of the pool.

Executive Director Rogers

- Rogers reminded the Board to complete their Statement of Economic Interest.
- The IAPD's Board Self-Evaluation process will be conducted on April 13 at 6:00 p.m., followed by a regular meeting.
- Staff has completed its evaluation of the RFP submittals for the Indoor Sports Feasibility Study and will recommend the District engage the firm CSL (Convention Sport and Leisure) at the March 23 Park Board meeting. Another firm was initially selected, but their pricing did not align with the District's budget for the study. The City's Development Planning and Zoning Committee will review the recommendation on March 14.

CLOSED SESSION

A motion to adjourn to Closed Session was made by Commissioner Spaeth pursuant to 5ILCS 120/2(c)(1) for the discussion of “appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body” at 8:35 p.m. Commissioner Graf seconded the motion. The Board was polled. Ayes: Commissioners Graf, Kies, Morissette-Moll, Pelosi, Spaeth, and Ubriaco. Nays: None. Motion passed unanimously.

OPEN SESSION

The Board returned to open session at 8:44 p.m. Board President Ubriaco stated that the Board met in Closed Session pursuant to 5ILCS 120/2(c)(1) for the discussion of “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 8:45 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, March 23, 2016 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 Ennis at the March 23, 2016 Park Board meeting.

Carolyn Ubriaco, Board President

Nimfa S. Melesio, Recording Secretary

Date Reviewed	
Date Approved	