

**MINUTES OF THE REGULAR MEETING OF THE  
ELMHURST PARK DISTRICT  
BOARD OF COMMISSIONERS**

**May 11, 2016**

**7:12 p.m.**

Minutes of the regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, May 11, 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 Spaeth at 7:12 p.m.

Board President Spaeth announced that Commissioner Ennis requested to attend the Board meeting via electronic means by telephone. Commissioner Spaeth made a motion that Commissioner Ennis be permitted to attend Park Board meetings held on May 11, 2016 via electronic means by telephone in accordance with Board Policy 5.16. Commissioner Graf seconded the motion. The Board was polled. Ayes: Commissioners Graf, Kies, Morissette-Moll, Pelosi, Ubriaco, and Spaeth. Nays: None. Motion passed unanimously. All voting conducted during the meeting was by roll call vote.

**Roll Call –**

**Present:** Commissioners Ennis, Graf, Kies, Morissette-Moll, Pelosi, Spaeth, and Ubriaco  
(Commissioner Ennis attended via electronic means by telephone)

**Absent:** None

**Staff Present:** James W. Rogers, Executive Director  
Angela Ferrentino, Director of Parks & Facilities  
Christi Jacobson, Director of Finance & Human Resources  
Cindy Szkolka, Director of Recreation  
Ginger Wade, Director of Marketing & Communications  
Tom Sumner, Systems Administrator  
E. Anne Scheppele, Division Manager – Facilities  
Miranda Lovato, Landscape Architect

**Visitors:** Kathleen Sullivan  
Kelley Thayer, Elmhurst League of Women Voters

**ADDITIONS/DELETIONS/CHANGES TO AGENDA –**

Agenda item 5c *Stormwater Subcommittee* was combined with 8a(1) *Stormwater Management*. Item 5d was added to *Committee Reports* for a report from the ad hoc IT Committee.

**REMARKS/CORRESPONDENCE FROM VISITORS –**

Executive Director Rogers informed the Board that a letter was received from Roz Long of RGL Marketing for the Arts commending the District and its staff for their support and hard work in making the Art in the Park event a success. The event was held in Wilder Park on April 30 through May 1, 2016.

## COMMITTEE REPORTS –

### Elmhurst Art Museum - Szkolka

- The art museum will be celebrating its 20th anniversary in 2017. The board discussed making Elmhurst and the museum a gateway to Mies Van der Rohe. Mies designed more than 20 buildings/homes in the Chicagoland area including the McCormick house located at the Art Museum. This endeavor would potentially shift the mission statement of the Art Museum including its capital plan should the house be restored.
- The next meeting will be July 13, 2016.

### Gateway - Szkolka

- Agency attorneys will be retiring on May 31, 2016.
- Spring brochure registrations are up. As of April 11, there were 100 registrations compared to 63 last year. The spring offerings included an overnight trip to KeyLime Cove in Gurnee.
- The summer brochure is out. Summer camp locations have been confirmed in Elmhurst. A week-long trip to Minnesota is being offered for the summer.
- Plan to include web design, maintenance, and hosting costs in the 2016-17 budget. The board will review other revenue and expense items at the May meeting.
- The May meeting was rescheduled for May 26, 2016.

### ad hoc IT Committee - Rogers, Graf, Ennis

- The May 7 open registration went smoothly without any software errors. During the course of the day, 238 households registered for programs generating \$33,000 overall; online, there were 169 households (\$22,000). The volume was, as expected, much lighter than spring registration. Server utilization was very low; the highest being 20% of capacity and ran 7% throughout. During the registration day, the system was being monitored by staff, Vermont systems and I.T. consultants. Prior to open registration day, the community was informed through social media and the District website of the measures taken including hardware updates, increasing bandwidth and speed, installing software updates, and performing load testings to ensure a positive registration experience. Additional load testing will be conducted prior to fall registration.

## UPCOMING COMMITTEE MEETINGS

Lizzadro Museum – May 19, 2016

PEP – May 19, 2016

Sugar Creek Golf Course – May 24, 2016

Gateway – May 26, 2016

Stormwater Subcommittee – June 9, 2016

Elmhurst Art Museum – July 13, 2016

## CONSENT AGENDA

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda of May 11, 2016. Commissioner Graf seconded the motion. The Board was polled. Ayes: Commissioners Morissette-Moll, Pelosi, Ennis, Graf, Kies, Ubriaco, and Spaeth. Nays: none. Motion carried.

The following items were approved on the Consent Agenda: April 13, 2016 regular meeting minutes, April 27, 2016 regular meeting minutes, April 27, 2016 closed meeting minutes, voucher lists dated 04/29/16 - \$124,718.44, 05/06/16 - \$206,233.17, and Disposal Ordinance O-03-16.

**UNFINISHED BUSINESS (OLD) –**

**Stormwater Management Discussion**

Executive Director Rogers reported on the stormwater committee meeting held on April 28, 2016 with the City of Elmhurst. All five sites under consideration were mentioned during the stormwater meeting. Discussions continued regarding the location of the shut-off valve in York Commons and the construction schedule. The City was informed of the District exploring options to address the location of the shut-off valve that would meet the needs of both the City and the Park District keeping in mind the need for functionality, ease of access for maintenance, and aesthetics. Subsequently, the District's engineer, V3 Engineering, submitted a plan to the City on May 3 with the District's suggestions. In discussing the timeline of the project, the District's subcommittee reiterated to the City that safety remains the utmost concern in terms of scheduling and the District does not want major earthwork and excavation to occur during the pool season. Both City and District staff have been working towards developing a schedule that would allow the City to commence work in time to complete the project by November. The City has yet to confirm a start date.

Regarding the Golden Meadows Park stormwater detention basin, the District proposed a new sequencing of events, which was well received by the City. District attorney, Paine, has revised the intergovernmental agreement (IGA) to reflect the new sequencing and timeline and forwarded it to the City earlier in the day on May 11. District and City staff have discussed plans to begin environmental testing at Golden Meadows Park resulting in an access agreement being developed to allow the City to conduct testing. V3 Engineering has completed its review of the 65% plans; their comments have been forwarded to the City.

The IGA for Golden Meadows Park will be much different than the IGA for York Commons as the City will own the western portion of the site, thus requiring an IGA for two utility easements in the eastern portion to allow piping.

At the stormwater committee meeting, the District stormwater subcommittee reiterated the Park Board's position on the three other park sites under consideration. Rogers read the Board's position "At this point in time, the Park Board is not interested in encumbering additional open space with detention basins to provide relief for approximately 11 remaining homes that would be impacted without Park District and City staff first discussing alternatives for three of the sites, similar to those alternatives already utilized by the City."

The next stormwater committee meeting will be held on June 9, 2016 in City chambers with the goal to have the IGA for Golden Meadows Park ratified by the City and Park Board.

**Butterfield Park Redevelopment Bids**

Commissioner Ubriaco made a motion and Commissioner Morissette-Moll seconded that the Board of Park Commissioners (1) awards the base bid for the Butterfield Park Redevelopment Project in the amount of \$1,513,368 to Elanar Construction Co., of Chicago, IL; (2) accepts alternate 1 to replace the parking lot lighting system in lieu of relocating the existing system in the amount of \$24,000; (3) accepts alternate 2 to install underdrain for ball fields 2 and 3 in the amount of \$60,413; (4) accepts alternate 3 to install underdrain for ball field 4 in the amount of \$64,984 (5) accepts alternate 4 to install underdrain for tennis courts in the amount of \$30,200 (6) authorizes the Executive Director to execute said contract accordingly. Landscape Architect Lovato reviewed the project with the Board and

responded to questions regarding how poor drainage in the ball fields will be addressed. As there were no further questions, the board was polled. Ayes: Commissioner Pelosi, Ennis, Graf, Kies, Morissette-Moll, Ubriaco, and Spaeth. Nays: none. Motion carried.

## **NEW BUSINESS –**

### **IAPD Legislative Conference Update**

Commissioner Ubriaco and Executive Director Rogers reported on the Illinois Association of Park District (IAPD) Legislative Conference held in Springfield, IL on May 3-4, 2016. Current legislation that could negatively affect the District include Senate Bill 696 and House Bill 580. Senate Bill 696 proposes a local property tax freeze with the exception of Home Rule units of government. House Bill 580 *borrowing forgiveness* would forgive the \$40 million in borrowing that the state treasury did from the OSLAD (Open Space Lands Acquisition and Development) fund along with \$400 million of other structural funds. These funds were a dedicated funding source to preserve and/or develop open space.

### **Board Self-Evaluation Follow Up**

As a follow up to the Park Board's self-evaluation session led by Peter Murphy of the IAPD, Commissioner Morissette-Moll suggested the Board consider Mr. Murphy's recommendations to have the Executive Director conduct an annual review of the Park Board and the Board conduct its own self-evaluation annually. Additionally, Commissioner Morissette-Moll stated that Mr. Murphy's advice of exercising time management during board meetings to increase efficiency and effectiveness as beneficial. She stated it would be best for the Board to adhere to a two-hour long maximum meeting with exceptions for certain meetings requiring more attention. In order to self-regulate the use of time effectively, Commissioner Morissette-Moll suggested a time-keeper be assigned to keep the Board on track. Commissioner Graf stated that the self-evaluation was effective and agreed there would be value in having the Executive Director evaluate the Board individually. Board President Spaeth stated an evaluation is a healthy approach to run an organization and any suggestions to conduct an efficient meeting would be worthwhile.

## **COMMISSIONER INFORMATION ITEMS –**

Commissioner Ubriaco –

- Attended the City of Elmhurst Senior Commission Senior Collaboration meeting, which brought together different units of government agencies who provide social services to seniors in the community. She informed the commission that the District is not a social service agency, but is committed to providing recreational experiences for all ages. Also mentioned the District's feasibility study for a new indoor sports facility to serve all age groups.

Commissioner Kies –

- Art in the Park had bad weather on Saturday, but the second day was good. One of the vendors from Whole Foods spoke well of District staff, who were very helpful to vendors during the rainy event.
- The new surface on the Great Western Prairie Path looks great.

Commissioner Ennis –

- Although it rained during Art in the Park, many people ran from their car to a particular vendor to make a purchase.
- PEP's golf outing fundraiser is Friday, May 20.

Commissioner Graf –

- Prairie restoration work day is next Saturday, May 21.

**Future Agenda** –

Board self-evaluation follow up was removed.

## **STAFF ANNOUNCEMENTS**

Director of Recreation – Szkolka

- Spring programs are starting to wind down. Next week, are the Sunbeams and Rainbows graduations.
- There are two girls gymnastic state meets coming up.
- The dance recital will be June 5.

Systems Administrator – Sumner

- This week, the updated Sugar Creek Golf Course website will be launched.

Director of Finance and Human Resources – Jacobson

- The auditors will meet with the Finance Committee next Monday.

Director of Marketing & Communications – Wade

- This Sunday is Museum Day, which will include the Wilder Park Conservatory.
- News stories were released regarding the completion of the Great Western Prairie Path paving project and tree plantings.

Landscape Architect – Lovato

- The spring tree planting will be completed this week.
- The Eldridge Park tennis court project is underway.
- The seal coating project is almost complete.

Division Manager - Facilities – Scheppele

- East End pool is full and preparation work is moving forward.

Director of Parks & Facilities – Ferrentino

- The Hub is now open for May hours. Softball players have been out on the batting cages.

Executive Director Rogers

- Information about the 2016 NRPA Congress and Expo in St. Louis, MO in October was distributed to each Board member.
- The City Committee of the Whole met to discuss the concept of converting the expiring (December 2016) TIF III (Lake Street) to TIF V. TIF V is proposed to include Berens Park. Including the park in the TIF would make the property eligible for potential funding for improvements in the future. If improvements are made to enhance Berens Park, thus increase the Equalized Assessed Value (EAV) of the area, it could be considered for funding. No action

was taken at the meeting of the Whole. A copy of the presentation given at the meeting will be included in the weekly update. Commissioner Ubriaco and I will meet with the Mayor on Friday to review the concept.

**CLOSED SESSION**

A motion to adjourn to Closed Session was made by Commissioner Graf and seconded by Commissioner Pelosi pursuant to 5ILCS 120/2(c)(5) for the discussion of “the purchase or lease of real property for the use of the District” at 8:13 p.m. The Board was polled. Ayes: Commissioner Pelosi, Ennis, Graf, Kies, Morissette-Moll, Ubriaco, and Spaeth. Nays: none. Motion carried.

**OPEN SESSION**

The Board returned to open session at 9:00 p.m. Board President Spaeth 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.” No final action was taken at the meeting on matters discussed in closed session.

**ADJOURNMENT**

There being no further discussion, Commissioner Ubriaco moved to adjourn at 9:01 p.m. and Commissioner Pelosi seconded the motion. The Board was polled. Ayes: Commissioner Ennis, Graf, Kies, Morissette-Moll, Pelosi, Ubriaco, and Spaeth. Nays: none. Motion carried.

The next regularly scheduled meeting will be held on Wednesday, May 25, 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 Pelosi at the May 25, 2016 Park Board meeting.

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Vince Spaeth, Board President

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Nimfa S. Melesio, Recording Secretary

Date Reviewed	
Date Approved	