

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

**June 8, 2016**

**7:00 p.m.**

Minutes of the regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, June 8, 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 p.m.

**Roll Call –**

**Present:** Commissioners Ennis, Graf, Kies, Morissette-Moll, Pelosi, Ubriaco, and Spaeth

**Absent:** None

**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  
Laura Guttman, Strategy & Planning Coordinator  
Pat O’Neill, Community Events & Development Manager

**Visitors:** Pete Goworowski, People for Elmhurst Parks Foundation  
Lisa O’Halloran, Elmhurst League of Women Voters  
Carol Landou, Elmhurst League of Women Voters  
Kathleen Sullivan

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

Item #13a *Real Estate* was removed from the agenda.

**REMARKS/CORRESPONDENCE FROM VISITORS –**

Pete Goworowski, Chair of the People for Elmhurst Parks Foundation (PEP) presented the Park Board with a donation check of \$155,000 to be used for The Playground for Everyone, a universal playground for children of all abilities. The monies donated are a result of PEP’s fundraising efforts, which garnered significant contributions from numerous community groups, crowdfunding, and individual donations. The Board thanked PEP for their support. Photographs were captured.

**COMMITTEE REPORTS –**

Gateway – Szkolka

- Accepted delivery of a leased vehicle.
- Contracted with a website designer.
- Agency membership dues are proposed to increase 2% for 2017.
- Due to staff changes, Hinsdale will send an interim representative to meetings.
- Board committee assignments were changed with Szkolka serving as Chairperson.
- Approved change in legal counsel.

**UPCOMING COMMITTEE MEETINGS**

Gateway – June 9, 2016

Stormwater Subcommittee – June 9, 2016

PEP – July 14, 2016

Sugar Creek Golf Course – June 28, 2016

Elmhurst Art Museum – July 13, 2016

**CONSENT AGENDA-**

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda for June 8, 2016, Commissioner Kies seconded the motion and the Board was polled. Ayes: Commissioners Ennis, Graf, Kies, Morissette-Moll, Pelosi, Ubriaco, and Spaeth. Nays: none. Motion carried.

The following items were approved on the Consent Agenda: May 25, 2016 regular meeting minutes, May 25, 2016 closed meeting minutes, voucher lists dated 6/01/16 - \$133,766.57, 5/27/16 - \$74,803.93, and Prevailing Wage Ordinance O-04-16.

**UNFINISHED BUSINESS (OLD) –**

**Stormwater Management – Golden Meadows Intergovernmental Agreement**

Executive Director Rogers updated the Board on discussions with the City to develop an intergovernmental agreement (IGA) for the City’s use of the western portion of Golden Meadows for a stormwater detention basin. Rogers reviewed highlighted points in the IGA, including the previously discussed sequencing of events in transferring the deed to the property. The stormwater management committee agreed that the Illinois Department of Natural Resources (IDNR) be approached with the proposed IGA to identify any stumbling blocks before final approval and a meeting is being scheduled to have those preliminary discussions with the Director of IDNR. In response to Commissioner Ubriaco inquiring of any issues that could delay the approval of the IGA, Rogers stated that there is one item still under discussion regarding acquisition of replacement park property. Input will be sought from IDNR regarding the property replacement issue. The City has completed its Phase 1, which included a review of records and previous ownership on the site. Three soil boring samples are scheduled for next week.

**Board Meeting Dates**

Commissioner Kies made a motion and Commissioner Graf seconded that the Board of Park Commissioners approve the proposed change in board meeting dates to Mondays from Wednesdays. The Park Board will meet twice a month on the second and fourth Monday on the following dates: June 27, July 11, July 25, August 8, August 22, September 12, September 26, October 11 (Tuesday), October 24, November 14, November 28, and December 12. The new schedule will be posted as required by the Open Meetings Act. As there were no further comments, the Board was polled. Ayes: Commissioners Graf, Kies, Pelosi, Ubriaco, Ennis, and Spaeth. Nays: Commissioner Morissette-Moll. Motion carried 6:1.

**NEW BUSINESS –**

**2016 First Quarter Financial Report**

Director of Finance & Human Resources Jacobson gave an overview of the District's financial performance through March 31, 2016. The Financial Report illustrated a breakdown by Fund and Source comparing actual to budget for a two-year span, and an update of Capital projects and actual expenditures in the first quarter compared to budget. The Board commented on contingency funds and the report providing a financial forecast for future action.

**Proposed 2016-17 Comprehensive and Strategic Planning Process**

Commissioner Graf made a motion and Commissioner Pelosi seconded that the Board of Park Commissioners approve a joint 2016-17 comprehensive and strategic planning process and change the duration span of the Comprehensive Plan to five years and the Strategic Plan to three years. Strategy and Planning Coordinator Guttman reported on the benefits to a joint process and hiring one firm to complete both Plans including the ability to facilitate an effective alignment of the goals in each plan with the District's mission and vision, collect, utilize, and review needs assessment data for both plans, allows for a "whole systems" planning approach, avoids planning fatigue for participants of the process, results in one action plan focusing on financial and work planning, and maximizes the District's resources. Guttman gave a proposed timeline and process with a beginning of August 2016 and completion date of May 2017. Staff recommended to reduce the duration of the District's Comprehensive Plan to five years from ten years in order to remain relevant. The Strategic Plan duration was proposed to be reduced from five years to three years to ensure the plan remains responsive to the community's needs and interests. As part of the 2016 Budget, the Board approved \$40,000 to conduct an attitude and interest survey and begin the comprehensive planning process. The Board will interview the prospective firms and evaluate portions of the project that may be subcontracted such as market research. After a discussion of the importance of using a needs assessment in developing a strategic plan, the Board was polled. Ayes: Commissioners Kies, Morissette-Moll, Pelosi, Ubriaco, Ennis, Graf, and Spaeth. Nays: None. Motion carried.

**COMMISSIONER INFORMATION ITEMS –**

Commissioner Kies

- Marched in the Memorial Day Parade with Commissioner Graf and Ubriaco on a beautiful day. Thanked staff for doing a great job in setting everything up at Wilder Park. The Veterans' memorial service was very moving.
- The Salt Creek Greenway Trail was mentioned in the Chicago Tribune *Explore Chicago* magazine (passed around a copy).
- The prairie is looking lush and beautiful thanks to the many volunteers' work on the prairie.

Commissioner Ennis

- Thanked staff for including information on coyotes on the District website as a coyote has been visiting his backyard.

Commissioner Graf

- Invited the Board to the two prairie restoration work days on June 18 and 25.

Commissioner Ubriaco

- The City of Elmhurst Senior Citizen Commission Chairman Cathy Jordan invited me to join the ad hoc group on a tour of the senior center in Glendale Heights. Glendale Heights has a 10,000 ft. senior center, which was funded chiefly with stimulus funds.

**Future Agenda** – No changes.

## STAFF ANNOUNCEMENTS

Director of Enterprise Services – McDermott

- The Courts Plus senior membership special will end on June 15.

Director of Recreation – Szkolka

- On Sunday, three dance recitals were held followed by the opening of the dance program and workshop on Monday along with summer programs.

Director of Finance & Human Resources – Jacobson

- Work in the Human Resources Department may slow down a little now that all summer staff has been processed.
- Staff is working on the compensation study and getting ready for budget planning.

Director of Parks & Facilities – Ferrentino

- Eldridge Park tennis courts were color coated today and should be ready for use next week. Pickleball game lines were also painted on the court as it is becoming more popular.
- The Elmhurst Police Department will hold roll call at Butterfield Park; the Park Ambassadors will attend.

Community Events & Development Manager – O’Neill

- The Eldridge Adventure Day will be held on Sunday with a fishing contest, face painting, and much more fun.

Director of Marketing & Communications – Wade

- A postcard announcing the June 18 Butterfield Park renovation groundbreaking was distributed to each Board Commissioner. Tee shirts will be handed out to the first 150 people that arrive at the groundbreaking. A notification letter was mailed to neighbors surrounding the park to let them know that the park will be closed and to brief them on the project. Signage will be posted to let the community know the park is closed.
- The first Movies in Wilder Park will be held on June 17 with the showing of *Tangled*. The movie will be projected on an inflated movie screen instead of the art museum exterior wall.

Strategy & Planning Coordinator - Guttman

- Convention Sports & Leisure International (CSL), the indoor sports feasibility study consultant, was out to conduct interviews of sports groups, educational institutions, District partners, and Park Board Commissioners. If you have not been interviewed and would like to, please let me know. A non-scientific anecdotal survey will be placed on the District website for community input as well as the City's website.

Executive Director Rogers

- Please let me know if you are interested in attending the NRPA Congress.
- The 2015 PDRMA Annual Report was distributed to each Board member.
- As a follow up to the first quarter financial report, although some residents have negatively commented on the \$5 pool pass increase, it did not affect pool pass sales. As a comparison, by June 6, 2015, 7,386 pool passes were sold generating \$255,000 in revenue. This year by June 6, there were 7,396 pool passes sold generating \$292,000 in revenue. The price of pool passes is much lower than neighboring suburbs requiring the District to subsidize the cost.

### **CLOSED SESSION**

A motion to adjourn to Closed Session was made by Commissioner Graf and seconded by Commissioner Kies 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)(21) for the “discussion of minutes of prior meetings lawfully closed under this Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by section 2.06 of the Act.” The Board was polled. Ayes: Commissioners Kies, Morissette-Moll, Pelosi, Ubriaco, Ennis, Graf, and Spaeth. Nays: none. Motion carried.

### **OPEN SESSION**

The Board returned to open session at 8:23 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” and pursuant to 5ILCS 120/2(c)(21) for the “discussion of minutes of prior meetings lawfully closed under this Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by section 2.06 of the Act.” No final action was taken in closed session. Action was taken in open session on two items discussed in closed session.

**ACTION ITEMS** - on items discussed in closed session

### **Release of Closed Session Minutes as Discussed in Closed Session**

Commissioner Morissette-Moll made a motion for the Board to approve the release of Closed Session minutes of March 9, 2016 and January 28, 2015 as the need for confidentiality no longer exists; and retain confidential status for Closed Session minutes of May 28, 2014, June 11, 2014, July 9, 2014, August 13, 2014, September 10, 2014, September 24, 2014, October 8, 2014, October 22, 2014, November 19, 2014, May 13, 2015, May 27, 2015, June 24, 2015, July 22, 2015, August 12, 2015, August 26, 2015, September 9, 2015, September 23, 2015, October 14, 2015, October 28, 2015, November 4, 2015, November 18, 2015, December 2, 2015, December 16, 2015, January 13, 2016, January 27, 2016, February 10, 2016, February 24, 2016, March 23, 2016, April 13, 2016, April 27, 2016, and May 11, 2016 as the need for confidentiality still exists. Commissioner Ennis seconded the motion. As there was no further discussion, the Board was polled. Ayes: Commissioners Kies, Morissette-Moll, Pelosi, Ubriaco, Ennis, Graf, and Spaeth. Nays: None. Motion passed unanimously.

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Commissioner Morissette-Moll made a motion for the Park Board to approve the destruction of verbatim recordings of Closed Session minutes of December 10, 2014 as the written minutes for these Closed Sessions have been released and the need for confidentiality no longer exists. Commissioner Ennis seconded the motion. As there was no further discussion, the Board was polled. Ayes: Commissioners Ubriaco, Ennis, Graf, Kies, Kies, Morissette-Moll, Pelosi, and Spaeth. Nays: none. Motion passed unanimously.

**ADJOURNMENT**

There being no further discussion, Commissioner Graf moved and Commissioner Ubriaco seconded to adjourn at 8:25 p.m. The Board adjourned by voice vote. The next regularly scheduled meeting will be held on Monday, June 27, 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 Graf at the June 27, 2016 Park Board meeting.

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Vince Spaeth, Board President

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Nimfa Melesio, Recording Secretary

Date Reviewed	
Date Approved	