

**MINUTES OF THE REGULAR MEETING OF THE
ELMHURST PARK DISTRICT
BOARD OF COMMISSIONERS
February 26, 2014
7:00 p.m.**

Minutes of the Regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, February 26, 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 Kubiesa at 7:00 p.m.

Present: Commissioners Howard, Morissette-Moll, Kies, Pelosi, Ubriaco and Kubiesa
Commissioner Howard left at 9:15 p.m.

Absent: Commissioner Spaeth (excused)

Staff Present: James W. Rogers, Executive Director
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
Angela Ferrentino, Director of Parks & Facilities
Jerry Pask, Park Planner & Landscape Architect
Greg Utaski, Enterprise Services Division Manager – Facilities and Grounds

Visitors: Erika Ehmann, League of Women Voters of Elmhurst Observer
Noel Talluto, League of Women Voters of Elmhurst

ADDITIONS/DELETIONS/CHANGES TO AGENDA

Executive Director Rogers recommended the Board add Storm Water Sub-Committee discussion to Unfinished Business as Agenda Item #9a (1).

REMARKS/CORRESPONDENCE FROM VISITORS

Noel Talluto, representative of League of Women Voters of Elmhurst introduced Erika Ehmann, Elmhurst College, political science major, who will be reporting on the District's board meetings for the League's publication *The Observer*. The Board welcomed League representatives and encouraged continued coverage of the District's activities.

COMMITTEE REPORTS

Elmhurst Art Museum – Kubiesa

- The Annual Soiree fundraiser is scheduled for May 10 with a ticket price of \$220 per person.
- Investing funds with Merrill Lynch.
- Assistant Heather Pastore has turned in her resignation. The Museum is in the process of reviewing staffing to possibly include a development director.
- A wire sculpture is exhibited in the hallway that was donated in honor of Norm Smalley (namesake of Smalley Pool in York Commons Park).
- The April 16 meeting date is subject to change.

COMMITTEE REPORTS

Gateway - Szkolka

- Superintendent Alexander will draft a medicine dispensing policy incorporating language from legal opinions.
- Held preliminary discussions of online registration software and reviewed a software demonstration.
- Plan to begin budget discussions on capital projects and fund balances at the March meeting.

PEP – Pelosi

- The 2014 PEP Golf Outing at Sugar Creek Golf Course will be held on May 16 and is in need of golfers and raffle prize donations.
- Received a donation generated from a District staff member.
- PEP will disburse funds from the Joanne B. Wagner scholarship fund, per the family's wishes, to donate a kaleidoscope in the Wilder Park Conservatory.

Sugar Creek Golf Course – Rogers

- Clubhouse repairs are complete and the PDRMA insurance claim check was received.
- Junior Golf program registration was held online with positive results. There were nearly 300 registrants, but there is still room for more. Staff is now working to accommodate patron requests to fulfill foursomes. In-person registrations were also accepted.
- Reviewed financial reports for year-end 2013; closed with 94% of budget on revenues and expenses. Nearly 70% (\$158,000) of the \$228,000 debt payments were made. 70% is a decent number considering the impact the weather had on the first half of the 2013 golf season.

UPCOMING COMMITTEE MEETINGS

Storm Water Sub-Committee – March 3, 2014

Park/City/School – March 10, 2014

Gateway – March 13, 2014

PEP – March 20, 2014

Sugar Creek Golf Course – March 25, 2014

Elmhurst Art Museum – To be Determined

CONSENT AGENDA

Commissioner Ubriaco made a motion for the Board to approve the Consent Agenda of February 26, 2014 and Commissioner Morissette-Moll seconded the motion. The Board was polled: Ayes: Commissioners Kies, Morissette-Moll, Pelosi, Howard, Ubriaco, 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 February 12, 2014, Closed Meeting Minutes of February 12, 2014, and Check Registers 02/19/14 - \$79,219.83, 02/14/14 - \$43,506.58, 02/07/14 - \$47,605.01, the 2014 Spring Tree Planting Bid, and the 2014 Imprinted Wearables Bid.

UNFINISHED BUSINESS (OLD) –

Storm Water Sub Committee

Board President Kubiesa met with Mayor Morley and School Board President Collins for a leadership meeting to continue to help keep communication open between the three government entities. In regards to the removal of deed restrictions on the Berteau property for a land swap proposal, Board President Kubiesa read an email sent from the Mayor notifying both the School Board and the Park District that the City's legal counsel has advised that it would be too expensive to remove the covenant with little chance of success. Executive Director Rogers advised that the Park District's attorney contact the City's legal counsel for further clarification. The Board expressed its desire to be part of the solution to storm water management because it impacts the entire community, but has found it frustrating that the City has not reciprocated the same enthusiasm on prospective solutions. On a final note, Board President Kubiesa stated that all options must be explored thoroughly.

NEW BUSINESS –

Berens Park Tennis Court Project Bid

Commissioner Kies made a motion that the Board of Park Commissioners (1) rejects alternates 1, 2, 3, and 4 of the bid for the Berens Park Tennis Court project, (2) awards the bid to Evans and Son Blacktop, Inc. of West Chicago, IL in the amount of \$142,789, (3) approves the use of \$17,789 from the District's Capital Fund Contingency line item for the project and (4) authorizes the Executive Director to execute said contract. Commissioner Pelosi seconded the motion. Director of Parks and Facilities Ferrentino stated that 6 of the 12 tennis courts at Berens Park will be re-surfaced utilizing the *Slip Stone* method, which utilized 4" of compacted stone prior to adding 3" of asphalt to improve drainage and minimize pavement shifts. The project will be completed within 8 weeks and 6 of the tennis courts will be available for usage during construction. The project will begin immediately following the end of York High School tennis. As there was no further discussion, the Board was polled: Ayes: Commissioners Morissette-Moll, Pelosi, Ubriaco, Howard, Kies, and Kubiesa. Nays: None. Motion passed unanimously.

Wilder Park Conservatory Landscape Restoration Bid

Commissioner Morissette-Moll made a motion that the Board of Park Commissioners approves (1) The Kenneth Company of Lemont, IL as the lowest responsible bidder, (2) accepts Bid Alternate #3 for installation and purchase of an irrigation system, (3) directs staff to enter negotiations with the Kenneth Company to value engineer a reduced cost without sacrificing the quality of the work, and (4) authorizes the Executive Director to, after the completion of value engineering, execute a contract not to exceed the base bid amount of \$53,987 and inform the Board of the final contract amount. Commissioner Kies seconded the motion. Landscape Architect Pask gave a slideshow presentation detailing the proposed landscape concept to be used to restore landscape surrounding the renovated Wilder Park Conservatory. Commissioners asked questions regarding plant vegetation and offered suggestions. As there was no further discussion, the Board was polled. Ayes: Commissioners Pelosi, Howard, Kies, Morissette-Moll, Ubriaco, and Kubiesa. Nays: None. Motion passed unanimously.

Resolution of Authorization: R-03-14 PARC Grant Project – Courts Plus Recreation Center Renovation and Expansion

Commissioner Pelosi made a motion that the Board of Park Commissioners approves Resolution R-03-14 to authorize an application for PARC grant funding for the Courts Plus Recreation Center Renovation and Expansion as noted and authorizes the Board President to execute the same. Commissioner Ubriaco seconded the motion. A total of \$25 million in grants are available through the “Illinois Park and Recreation Facility Construction Grant” capital program that operates on a reimbursement basis providing up to 75% of approved project costs with a maximum grant award of \$2.5 million. The application deadline for grant funding is March 10. Board approval of the resolution provides authorization to apply for the grant and demonstrates the Board’s support for the financial funding of the project should the grant be awarded. Conceptual renovation/expansion plans for Courts Plus include expanding the running track, renovating the fitness floor, widening the main stairwell, and reconfiguring the administrative office. Board President Kubiesa called for a roll call. Commissioner Howard expressed his concern for approving the Resolution if the Resolution equates to the approval of the conceptual plans, which he does not support. He asked questions regarding return on capital, either as increased memberships or increased membership dues revenue. Executive Director Rogers stated that the expansion would allow for Courts Plus to remain competitive while validating potential future membership dues increases. Commissioner Howard asked if the District is committed to the project even if the maximum award amount is not granted. Board President Kubiesa responded that the District would have the option to decline the grant. Executive Director Rogers added that the District currently has funds for its portion and pointed out some of the conceptual improvements. Board President Kubiesa asked that the Board be polled. Ayes: Commissioners Ubriaco, Kies, Morissette-Moll, Pelosi, and Kubiesa. Nays: Commissioner Howard. Motion passed 5 ayes to 1 nay.

Parameter Ordinance O-04-14 Refunding of 2006 GO Limited Tax Park Refunding Bonds

Commissioner Morissette-Moll made a motion that the Board of Park Commissioners approves Parameter Bond Ordinance O-04-14 providing for the issuance of not to exceed \$5,000,000 General Obligation Limited Tax Park Refunding Bonds, Series 2014, of the District, for the purpose of refunding certain outstanding bonds and for the levy of a direct annual tax to pay the principal and interest on said bonds. Commissioner Kies seconded the motion. Director of Finance & Human Resources Medema reminded the Board that in June 2013, staff forewent refunding the 2006 G.O. Limited Tax Park Bonds due to volatility on Wall Street leading to increased interest rates, thus reducing potential savings. Therefore, in an effort to remain financially agile, the Board approved a Bond Parameter Ordinance establishing a minimum savings level of \$200,000 and a sunset term limit through January 31, 2014 to enable the Executive Director to move forward on the refunding and access the bond market more efficiently if conditions are deemed suitable for refunding. Ordinance O-04-14 extends the refunding bond parameter ordinance through July 31, 2014. As there was no further discussion, the Board was polled. Ayes: Commissioner Ubriaco, Kies, Morissette-Moll, Pelosi, and Kubiesa. Nays: none. Motion passed unanimously.

**COMMISSIONER INFORMATION ITEMS –
Announcements**

Commissioner Kies

- The Elmhurst Garden Club is encouraging the purchase of native plants and will provide further information.

Commissioner Pelosi

- Reminded the Board of the PEP Golf Outing fundraiser and asked for assistance in seeking foursomes.

Commissioner Morissette-Moll

- Thanked Board President Kubiesa for her countless hours of service and positive leadership as a Park Board Commissioner.

Commissioner Kubiesa

- On her trip to Arizona, visited Desert Botanical Gardens and was in awe of the brightly colored glass Chihuly exhibit integrated into the natural landscape. It glistened beautifully at night. Suggested bringing something similar to the District.

Future Agenda

Commissioner Ubriaco requested the Courts Plus renovation/expansion plans be revisited in light of Commissioner Howard's concerns.

STAFF ANNOUNCEMENTS

Director of Information Technology – Kenny

- Renewed contract for analog and digital circuits and preparing upgrade of near future VoIP software systems.

Director of Enterprise Services – McDermott

- 230 people attended the Girls Night Out Event at Wilder Mansion, which was a resounding success.

Enterprise Services Division Manager – Facilities and Grounds – Utaski

- Thanked the Board for authorizing an application to seek the PARC grant.

Director of Recreation – Szkolka

- Wagner Community Center is hosting AARP tax return filings; volunteers include Elmhurst College students.
- Saturday is the first day of spring program registration.

Director of Marketing & Communications – Wade

- The Park Palooza planning is underway. The event is scheduled for August 23 at Berens Park.

Director of Finance & Human Resources – Medema

- The auditors will be here throughout this week.
- IMRF will be conducting an audit next week to ensure eligible participants are enrolled and ineligible employees are removed. IMRF randomly selects agencies to audit.

Director of Parks and Facilities – Ferrentino

- 34 teens went on a ski trip to Chestnut Mountain this past Friday.

Park Planner – Pask

- Thanked the Board for approving bids.

Executive Director – Rogers

- Will be attending the Elmhurst College President’s Breakfast on Saturday.
- Please let me know if you plan on attending the Elmhurst College Governmental Forum at Drury Lane on Friday, March 7.
- The IAPD Legislative Conference is April 29 through May 1 in Springfield.
- Please join in on marching in the St. Patrick’s Day Parade on Saturday, March 8.
- Will be taking a day off on Friday, February 28.

CLOSED SESSION

A motion to adjourn to Closed Session was made by Commissioner Ubriaco “pursuant to 5ILCS 120/2(c)(1) for the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body” at 9:29 p.m. Commissioner Kies seconded the motion. The Board was polled. Ayes: Commissioners Morissette-Moll, Pelosi, Ubriaco, Kies, and Kubiesa. Nays: None. Motion passed unanimously.

OPEN SESSION

The Board returned to open session at 9:48 p.m.

Board President Kubiesa 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 will be taken on the matter discussed in closed session at this meeting.

ADJOURNMENT

There being no further discussion, Commissioner Kies moved to adjourn at 9:49 p.m. and Commissioner Ubriaco seconded the motion. The Board adjourned by voice vote.

The next regularly scheduled meeting will be held on Wednesday, March 12, 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 March 12, 2014 Park Board meeting.

Colette M. Kubiesa, Board President

Nimfa Melesio, Recording Secretary