

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

April 23, 2014

7:13 p.m.

Minutes of the Regular meeting of the Elmhurst Park District Board of Commissioners held on Wednesday, April 23, 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 Ubriaco at 7:13 p.m. immediately following the Annual Meeting.

Present: Commissioners Howard, Kies, Morissette-Moll, Pelosi, Spaeth, Ubriaco and Kubiesa

Absent: None

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
Anne Scheppele, Division Manager - Facilities

Visitors: Erika Ehlmann - Elmhurst League of Women Voters - *The Observer*
Andrew Payne, Tressler, LLP
Ron Amen, Lauterbach and Amen

ADDITIONS/DELETIONS/CHANGES TO AGENDA

None

REMARKS/CORRESPONDENCE FROM VISITORS

None

COMMITTEE REPORTS

Elmhurst Art Museum – Ubriaco

- Preparations are underway for the Annual Soiree on May 10, 2014 at 6:30 p.m. Tickets are still available.
- Consideration of establishing a foundation was discussed, but will not be realized as little benefit will be achieved. A fundraising team will be assigned to develop fundraising activities.

Gateway – Szkolka

- The online registration system will launch for summer registration. The web-based system features friendly icons particular to each program activity and large type options. This provides a convenience to users and serves as a marketing tool.

Sugar Creek Golf Course – Rogers

- When I arrived for the meeting, there were several cars in the parking lot which is a sign that spring has arrived.
- Maintenance repairs were made to the driving range net and clubhouse deck.
- Spring after-school instructional sessions have begun as well as adult lessons.
- Summer staffing is completed.
- The fairways are starting to bounce back after a rough winter and a freezing thaw.

Storm Water Sub Committee – Spaeth

- Discussed the four proposed locations.
- Commissioner Spaeth stated that he recently toured a home construction site that had drains and pumps piped into the storm water system, which is unacceptable if the goal is to reduce flooding. Before the Park District makes a decision on the use of parks for storm water retention, the City’s master ordinance plan must be reviewed to achieve effective solutions.
- Commissioner Spaeth anticipates V3 Engineering will assist in vetting out concerns and ideas.
- The Committee discussed flood proofing homes especially in the Seminole and East End areas, but this option is not ideal for York Commons as there are too many homes involved. Commissioner Morissette-Moll asked if the Committee discussed offering an incentive to homeowners for on-site storm water detention. Executive Director Rogers stated that the City plans to forward a memo to the Park District regarding status of proposed changes to building ordinances/codes, etc. under consideration. The Board will be updated as soon as received.

UPCOMING COMMITTEE MEETINGS

PEP – April 24, 2014

Gateway – May 8, 2014

Storm Water Sub Committee – May 12, 2014

Lizzadro Museum – May 15, 2014

Sugar Creek Golf Course – May 27, 2014

Elmhurst Art Museum – June 18, 2014

CONSENT AGENDA

Commissioner Morissette-Moll made a motion for the Board to approve the Consent Agenda of April 23, 2014. Commissioner Kies seconded the motion. The Board was polled: Ayes: Commissioners Morissette-Moll, Pelosi, Spaeth, Howard, Kies, Kubiesa, and Ubriaco. Nays: None. Motion passed unanimously.

It should be noted that the following items were approved on the revised Consent Agenda: Regular Meeting Minutes of March 12, 2014, March 26, 2014, and April 9, 2014, Closed Meeting Minutes of April 9, 2014, and Check Registers 04/04/14 - \$121,65.80, 04/11/14 - \$49,533.82, 04/18/14 - \$51,380.92.

UNFINISHED BUSINESS (OLD) –

Storm Water Management Discussion – V3 Engineering Proposal

Commissioner Spaeth made a motion for the Board to discuss the hiring of V3 Engineering to verify information provided by the City and Burke Engineering regarding the potential use of parks for storm water management. Commissioner Kies seconded the motion. Ayes: Commissioners Pelosi, Spaeth, Howard, Kies, Kubiesa, Morissette-Moll, and Ubriaco. Nays: None. Motion passed unanimously. Executive Director Rogers presented the Board with a two-tiered proposal from V3 Engineering in assisting the Board in making informed decisions. The first tier provides for an

overview of the City's storm water proposals. The second tier includes a more detailed review of storm water detention and its impact to the four proposed sites. V3 has worked with the Park District satisfactorily in the past and is currently working with the City on the Addison Street garage project. The Board provided consensus in engaging V3 Engineering for both tiers. Executive Director Rogers stated that he would finalize a contract with V3 Engineering.

NEW BUSINESS –

Elmhurst Park District Audit for the Year Ending December 31, 2013

Commissioner Morissette-Moll made a motion for the Board to accept the Elmhurst Park District financial statements for the Year Ending December 31, 2013. Commissioner Kies seconded the motion. Ron Amen of Lauterbach & Amen indicated that in the *Independent Auditors' Report*, the District received an "unqualified opinion," indicating that all appropriate accounting standards were used in the preparation of the financial statements. An "unqualified opinion" is the highest opinion that a financial entity can receive. Commissioner Morissette-Moll stated that she was concerned about Sugar Creek Golf Course's outstanding debt approaching \$1 million and requested that the topic be placed on the Board's *Future Agenda* for further discussion. Commissioner Howard agreed with Commissioner Morissette-Moll's statements, but noted that significant spending cuts have been made at the golf course. As there were no further comments, the Board was polled. Ayes: Spaeth, Howard, Kies, Kubiesa, Morissette-Moll, Pelosi, and Ubriaco. Nays: None. Motion passed unanimously.

Sugar Creek Golf Course Audit for the Year Ending December 3, 2013

Commissioner Pelosi made a motion for the Board to accept the Sugar Creek Golf Course financial statements for the Year Ending December 31, 2013. Commissioner Howard seconded the motion. Lauterbach & Amen indicated that in the *Independent Auditors' Report*, the District received an "unqualified opinion," indicating that all appropriate accounting standards were used in the preparation of the financial statements. An "unqualified opinion" is the highest opinion that a financial entity can receive. As there was no further discussion, the Board was polled. Ayes: Howard, Kies, Kubiesa, Pelosi, Spaeth, and Ubriaco. Nays: Morissette-Moll. Motion passed 6 to 1.

Roof Replacement Project Bid

Division Manager of Facilities Scheppele explained that the harsh winter weather has exposed the Eldridge Park recreation building's existing roof to increased moisture causing new leaks. Temporary solutions have been unable to stop leaking into the upper level classroom requiring the relocation of programs to other facilities. The FY14 Capital Budget listed the roof replacement at Smalley Pool bath house and pump room, but staff recommended using those funds to replace the entire roof at the Eldridge Park recreation building as it is in dire need whereas Smalley can be postponed for another year. Therefore, Commissioner Spaeth made a motion that the Board of Park Commissioners (1) rejects bid Alternates #1 and 2; (2) accepts bid Alternate #3 for skylight; (3) awards the Roof Replacement Project Bid to Riddiford Roofing Co. of Arlington Heights, IL in the amount of \$71,300; (4) approves the use of \$1,300 from the District's Capital Fund Contingency line item for the project; and (5) authorizes the Executive Director to execute said contract. Commissioner Kies seconded the motion. The Board was polled. Ayes: Spaeth, Howard, Kies, Kubiesa, Morissette-Moll, Pelosi, and Ubriaco. Nays: None. Motion passed unanimously.

**COMMISSIONER INFORMATION ITEMS –
Announcements**

Commissioner Kies

- The horticulturist performed a good Prairie Burn despite the moisture level in the air.
- Sugar Creek Golf Course's greens look great.

Future Agenda

Commissioner Morissette-Moll requested the addition of the Sugar Creek Golf Course debt management for future Board discussion.

STAFF ANNOUNCEMENTS

Director of Information Technology – Kenny

- I.T. began work on upgrading and migrating the intranet site.

Director of Enterprise Services – McDermott

- Courts Plus will hold its annual health fair this Saturday from 9 to noon.

Director of Recreation – Szkolka

- Adult softball leagues have begun.

Director of Finance & Human Resources – Medema

- Thanked the Board for approving the audits and will complete required filings.
- Confirmed that unaudited 2013 Fourth Quarter Report figures presented to the Board were unchanged from the audited financial reports.

Director of Marketing & Communications – Wade

- Requested the presence of the Board at the Reopening of the Wilder Park Conservatory.

Division Manager of Facilities – Scheppele

- Thanked the Board for approving the Eldridge Park recreation building roof replacement.
- Ball fields are being prepared for play.

Director of Facilities – Ferrentino

- The Wilder Park parking lot seal coating project has been completed and the exterior landscaping project is nearly completed.

Executive Director Rogers

- Commissioner Kubiesa, Director of Marketing & Communications Wade, and I will be in Springfield for the Annual IAPD Legislative Conference next Monday, Tuesday, and Wednesday.
- Information and a schedule for the Wilder Park Conservatory Reopening was disseminated to the Board.
- Each Board member was presented with a commemorative frame of the Wilder Park Conservatory commissioned by local artist Donna Castellanos. The rubber stamp print was stamped on blank original minute book pages then placed between two glass panes from the Conservatory. An image of the Park Board 1923 minutes approving the building of the Conservatory was reproduced on the back side of the page. Those instrumental to the restoration of the Conservatory will be presented with the same gift.

CLOSED SESSION

A motion to adjourn to Closed Session was made by Commissioner Spaeth pursuant to 5ILCS 120/2(c)(1) for the “appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body” at 8:15 p.m. Commissioner Pelosi seconded the motion. The Board was polled. Ayes: Commissioners Howard, Kies, Kubiesa, Morissette-Moll, Pelosi, Spaeth, and Ubriaco. Nays: None. Motion passed unanimously to go to Closed Session. Action will be taken in Open Session after Closed Session.

OPEN SESSION

The Board returned to open session at 8:18 p.m. Board President Ubriaco 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” Final action on the matter discussed in Closed Session will be taken in Open Session.

Commissioner Spaeth made a motion that the Board set Executive Director Rogers’ salary at \$138,225 annually retroactive to March 1, 2014, award a bonus of \$5,000, and add a one-year extension to his employment contract resulting in a net total of three years to be executed with the District attorney. Commissioner Kies seconded the motion. The Board was polled. Ayes: Commissioners Kies, Morissette-Moll, Pelosi, Spaeth, Howard, Kubiesa, and Ubriaco. Nays: None. Motion passed unanimously.

ADJOURNMENT

There being no further discussion, Commissioner Spaeth moved to adjourn at 8:20 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, May 14, 2014 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 Kies at the May 14, 2014 Park Board meeting.

Carolyn Ubriaco, Board President

Nimfa Melesio, Recording Secretary