

Oak Brook Park District

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**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
February 13, 2012 - 6:30 p.m.
Meeting Rooms 2 & 3**

1) PUBLIC HEARING Concerning the Intent of the Board of Park Commissioners of the Oak Brook Park District, DuPage County, Illinois, To Sell \$3,400,000 General Obligation Limited Tax Bonds. (Notice Was Published January 27, 2012 Suburban Life Publications)

a) Call to Order and Roll Call

President O'Brien opened the public hearing of the Oak Brook Park District at 6:31 p.m. in the Family Recreation Center, Room 1. Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien answered, "present". Also present were Laure Kosey, Executive Director; Barb Gosselar, Park District Attorney; Nancy Strathdee, Director of Finance & Human Resources; Cathy Fallon, Director of Recreation; Clint Lauderdale, Director of Facility Services and Norm Russell, Director of Parks and Planning.

b) Public Hearing Concerning the Intent of the Board of Park Commissioners of the Oak Brook Park District, DuPage County, Illinois to Sell \$3,400,000 General Obligation Limited Tax Bonds.

President O'Brien presented the issue of the Park District's intent to sell proposed general obligation limited tax bonds and asked if there was anyone who wished to address the board concerning the issue.

William Lindeman, an Oak Brook resident, addressed the board. He said he has no objection to the bond issue persay, but said the Park District did not communicate well enough with the public when first considering the issue.

c) Adjournment of Public Hearing

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to adjourn from the public hearing at the hour of 6:38 p.m.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien

Nays: None

2) CALL TO ORDER REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL

President O'Brien opened the regular meeting of the Oak Brook Park District at 6:38 p.m. in the Family Recreation Center, Room 1. Commissioners Carson, Trombetta, Truedson, Knitter and President O'Brien answered, "present". Also present were Laure Kosey, Executive Director; Barb Gosselar, Park District Attorney; Nancy Strathdee, Director of Finance & Human Resources; Cathy Fallon, Director of

Recreation; Clint Lauderdale, Director of Facility Services and Norm Russell, Director of Parks and Planning.

3) APPROVAL OF February 13, 2012 AGENDA

Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve the February 13, 2012 agenda as presented.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien
Nays: None

4) OPEN FORUM

William Lindeman, an Oak Brook resident, addressed the board regarding the Master Plan. He said the board has relied too much on its legal counsel to decide the meeting agenda, which ultimately hampers communication with the public. He also questioned other various Park District communications with the public.

5) APPROVAL OF MINUTES

- a) Approval of January 9, 2012 Regular Meeting Minutes

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve the January 9, 2012 regular meeting minutes.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien
Nays: None

6) APPROVAL OF FINANCIAL STATEMENT ENDING January 31, 2012

Commissioner Knitter made a motion, seconded by Commissioner Trombetta, to approve the financial statement ending January 31, 2012.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien
Nays: None

7) APPROVAL OF WARRANTS

- a) Approval of Warrant No. 536

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve Warrant No. 536.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien

Nays: None

8) COMMUNICATIONS/PROCLAMATIONS

- a) Board of Commissioners to share communications

President O'Brien stated that a resident suggested that the public be able to view the meeting packets for review before the meetings. President O'Brien said he agrees with some aspects of this suggestion but also has some reservations. The main concern amongst the board was that the packet contains a large amount of information on issues that have not yet been presented, discussed and voted on by the board.

Barb Gosselar said there is no obligation to make meeting packet information available before the meeting. She noted that after the meeting is held, packet information then becomes subject to the Freedom of Information Act.

After lengthy discussion, the board concurred to make the meeting packet materials, including the agenda and minutes available on the Park District website only. The Board Packet information and the approved minutes would be available and posted on the website after the Board of Commissioners approves the minutes for the meeting.

Commissioner Trombetta asked Ms. Kosey to explain the need for the \$100.00 enrollment fee for memberships.

Ms. Kosey said the enrollment fee covers front desk processing of the membership for the monthly Electronic Funds Transfer (EFT) charge to the members' credit cards. She noted that unlike most other fitness facilities, the Park District does not charge members a monthly EFT charge. The enrollment fee is charged at the beginning of a new membership to set up the EFT in the computer system. The enrollment fee may also be assessed if a renewing membership has had a time lapse of greater than 30 days from the expiration of the membership.

9) STAFF RECOGNITION

- a) Jessica Gray, Family Aquatic Center Manager
Recipient of the Young Professional Award from the IPRA Facility Management Section

Karen Spandikow, the Assistant Director of Recreation, Aquatic Center Director presented Ms. Gray, Family Aquatic Center Manager with the award.

The board congratulated Ms. Gray on this wonderful accomplishment.

10) REPORTS:

- a) Executive Director

Laure Kosey presented her report, which can be found in the Park District records.

Ms. Kosey made it clear to the board that it is not obligated to proceed with a Master Plan project if it is found to be too costly.

President O'Brien said that RFI's will be obtained for each project.

b) Director of Finance & Human Resources

Nancy Strathdee presented her report, which can be found in the Park District records.

Ms. Strathdee noted that the proposed budget will include the bond figures once that amount becomes firm.

c) Director of Recreation

Cathy Fallon presented her report, which can be found in the Park District records.

President O'Brien commended Ms. Fallon on the recent brochure cover design contest for the District's Camps and Aquatics Guide.

Commissioner Knitter noted that even though there have been some complaints about the initial enrollment fee, memberships have actually increased.

d) Director of Parks & Planning

Clint Lauderdale presented his report, which can be found in the Park District records.

There were no questions regarding Mr. Lauderdale's report.

e) Director of Facility Services

Norm Russell presented his report, which can be found in the Park District records.

There were no questions regarding Mr. Russell's report.

f) Corporate Relations

In the absence of Mary Tansey, Laure Kosey presented her report, which can be found in the Park District records.

There were no questions regarding Ms. Tansey's report.

11) UNFINISHED BUSINESS

a) Resolution 12-0213: A Resolution Approving and Authorizing the Release of Minutes for Closed Meetings from January, 1989 Through December 2011

Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve Resolution 12-0213 as presented.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien

Nays: None

b) Ordinance No. 12-0214: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve Ordinance No. 12-0214 as presented.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien
Nays: None

- c) Ordinance : 12-0215 An Ordinance Transferring Funds From the Corporate Fund to the Capital Improvements Fund

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve Ordinance 12-0215 as presented.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners Knitter, Truedson, Trombetta, Carson and President O'Brien
Nays: None

12) NEW BUSINESS

- a) Budget for Fiscal Year 2012 - 2013

Laure Kosey presented the budget for fiscal year 2012-2013. The materials presented can be found in the Park District records.

The board had various questions and asked for clarification on certain items found the proposed budget.

President O'Brien clarified that this is a balanced budget.

There were no further questions regarding the budget, which will be presented to the board for approval at next month's meeting.

- b) Ordinance 12-0314: An Ordinance Declaring Surplus Personal Property and Authorizing the Conveyance or Sale Thereof

Norm Russell presented this ordinance, a copy of which can be found in the Park District records.

There were no questions regarding this proposed ordinance.

This issue will be presented to the board for approval at next month's meeting.

- c) Resolution 12-0315: A Resolution Approving an Addendum to an Agreement between the Oak Brook Park District and Monaco Mechanical, Inc. for HVAC Inspection and Preventative Maintenance

It was clarified by staff that this resolution calls for an additional term with Monaco Mechanical at the same rate.

There were no questions regarding this resolution, which will be presented for board approval at

d) Audit Services – Request for Proposal

Commissioner Truedson questioned whether the board adopted a policy regarding the regular switching of auditing firms.

The consensus of the board was that there is a policy but that the term limit must be clarified.

After further discussion, the Board concurred to extend the current 3-year agreement with Wolf and Company, LLP for auditing services for the next two years, such that the agreement would end once the audit was completed for fiscal year ending April 30, 2013.

President O'Brien directed Ms. Kosey to research the term limit and present this issue at next month's meeting.

e) Fitness Equipment Contract

Cathy Fallon presented this issue and recommended the purchasing some of the existing equipment and leasing some new equipment, specifically new spin cycles for the spin classes and some treadmills for the fitness center.

Commissioner Knitter said it is important to keep the equipment in the Fitness Center current in order to retain memberships. She suggested to Ms. Fallon to consider putting more of the new equipment in the Fitness Center.

Commissioner Truedson asked Ms. Fallon whether there would be an increase in monthly costs with the new lease.

Ms. Fallon said the increase would be \$6,000.00 per year or a \$500.00 per month increase, but noted that the Tennis Center will be purchasing \$5,000.00 of the current equipment from the Fitness Center and this would offset the cost.

This issue will be presented to the board for approval at next month's meeting.

f) Proposed Tennis Center Membership Fee Changes

Alan Pop presented this issue and its materials, which can be found in the Park District records.

The board asked for various clarifications regarding this proposal.

Mr. Pop noted that he plans to increase memberships annually by \$1.00 per month for the foreseeable future.

This issue will be presented to the board for approval at next month's meeting.


13) NEXT REGULAR MEETING: March 12, 2012

President O'Brien announced the next regular meeting scheduled for March 12, 2012.

14) ADJOURNMENT

Motion: Commissioner Knitter made a motion, seconded by Commissioner Trombetta to adjourn at the hour of 7:44 p.m.

There was no discussion and the motion passed by voice vote



Laure L. Kasey, Board Secretary and Executive Director