

Oak Brook Park District

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AGENDA

REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS

January 9, 2012 - 6:30 p.m.

Meeting Room 1

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

President John O'Brien opened the regular meeting of the Oak Brook Park District Board of Commissioners at 6:30 p.m. in the Family Recreation Center, Room 1. Commissioners Carson, Trombetta, Truedson, Knitter and President O'Brien answered "present." Also in attendance were Laure Kosey, Executive Director; Barbara Gosselar, Park District Attorney; Nancy Strathdee, Director of Finance and Human Resources; Cathy Fallon, Director of Recreation; and Norm Russell, Director of Parks and Planning.

2) APPROVAL OF January 9, 2012 AGENDA

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve the January 9, 2012 agenda. There was no discussion and the motion passed by voice vote.

3) OPEN FORUM

President O'Brien asked whether anyone from the audience wished to address the Board. There was no one wishing to address the board.

4) APPROVAL OF MINUTES

a) Approval of December 12, 2011 Regular Meeting Minutes

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve the December 12, 2011 Regular meeting Minutes.

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

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

Nays: None

Absent: None

5) APPROVAL OF FINANCIAL STATEMENT ENDING December 31, 2011

Motion: Commissioner Trombetta made a motion, seconded by President O'Brien to approve the Financial Statement Ending December 31, 2011.

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

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

Nays: None

Absent: None

6) APPROVAL OF WARRANTS

a) Approval of Warrant No. 535

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve Warrant No: 535.

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

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

Nays: None

Absent: None

7) COMMUNICATIONS/PROCLAMATIONS

a) Board of Commissioners to share communications

Commissioner Knitter received an email from an individual wishing to compare the District's rates to LA Fitness rates. So that she may have a ready reply regarding the rates, Commissioner Knitter requested a one-page sheet that would list the rates of the District. Ms. Fallon, Director of Recreation pointed out that LA Fitness does not have Pioneer or family membership rates, as it only has an individual rate.

Commissioner Trombetta stated he recently received a direct mail piece from LA Fitness that offered a free week. He offered to review the material. Commissioner Carson offered her solution in that she gives her promotion pieces to Laure Kosey to review the promotions from other fitness centers.

President O'Brien announced the order for a public hearing to be held at 6:30 p.m. on the 13th day of February, 2012 in Meeting Room 1, in the Oak Brook Park District Family Recreation Center, 1450 Forest Gate Road, Oak Brook Illinois, concerning the Board of Park Commissioners' intent to sell \$3,400,000 General Obligation Limited Tax Bonds, and to receive public comments regarding the proposal to sell the Bonds. The public Hearing would be held before the regularly scheduled Board Meeting.

President O'Brien directed the Secretary of the Board, Laure Kosey, to publish notice of the Public Hearing in the Suburban Life newspaper.

After the announcement for the order of a Public Hearing, President O'Brien signed the document authorizing the announcement and publication of the notice of the Public Hearing.

During Communications, Laure Kosey stated that she had spoke with Mrs. Greenbaum regarding the swim team and other issues. Director Kosey said that staff did make a mistake of not being able to notify this family of the change in dates of the swim team. Ms. Kosey explained some of the other concerns regarding the requirement of utilizing the designated stretching area in the fitness center. The Fencing Class has been rescheduled to the next session that starts in March.

President O'Brien commented on the success of the swim team, being that we have over 100 people signed up for the swim team.

8) STAFF RECOGNITION

- a) Norm Russell, Director of Parks and Planning, introduced Jake Stachowiak, the new Park Maintenance Technician. Jake will be responsible for the athletic field preparation. President O'Brien welcomed Jake as a staff member of the Oak Brook Park District.

9) REPORTS:

- a) Executive Director

Ms. Kosey reported that the Master Plan is in place and staff is already moving forward with the Public Hearing for the issuance of the Bonds, meeting with contractors and vendors, and the village for permitting requirements.

In preparation of the District's budget, Ms. Kosey explained that typically the District conducts a budget workshop for the review of the budget with the Board of Commissioners. Staff will be preparing a balanced budget and will present the information at the February meeting. By reviewing the budget at the February Board Meeting, the need to schedule additional Budget Workshop meetings may be eliminated. Commissioner Knitter commented that each year the District should have more budgetary knowledge to be able to refine the budget lines. Ms. Kosey concurred, and noted that staff has been refining the budget, especially the Special Events budget.

Ms. Kosey also noted that the firm of SRBL is merging with FGM Architects, located in Oak Brook. SRBL Architects assisted the District with the Master Plan.

- b) Finance & Human Resources Director

Ms. Strathdee reviewed the financial reports and highlighted the funds transfer from the corporate fund to the capital fund, which is completed annually in two transfers.

Commissioner O'Brien complimented Ms. Strathdee for the financial control of the District.

- c) Director of Recreation

The Commissioners appreciated the information presented on the Pioneer Program Survey in Ms. Fallon's report. Ms. Fallon reported on the two different groups involved in the Pioneers, one group being able to be more active and is participating in the trips, whereas another group participating more in the luncheons. Ms. Fallon stated that Lynn Larson, Pioneer Coordinator, has done a tremendous job and the participation in the Pioneer Program has increased.

Commissioner Truedson noted that we have more Oak Brook residents participating as well.

Ms. Fallon thought the most interesting result of the survey was the Pioneers' interest in overnight trips, perhaps to Door County, Indiana, and Illinois.

- d) Director of Parks & Planning

Norm Russell, Director of Parks and Planning reported that the District has completed the filing of paperwork for the Special Use amendment with the Village. The final approval from the village would not take place until April. The intern will now be assisting the Parks Department.

Mr. Russell also reported on water leaking into Central Park West through a transformer conduit, which ComEd stated that such repairs would be the District's responsibility.

- e) Director of Facility Services
Clint Lauderdale, Director of Facility Services was not in attendance at the Board Meeting. Ms. Kosey presented the report and stated that staff has been working diligently on the facilities. President O'Brien noted that the gyms are booked solid.
- f) Corporate Relations
Mary Tansey, Corporate Relations, has been diligently working with our corporate sponsors that have assisted the park district in the past. Marketing has worked on the District's strategic plan and the Interpretive Signs for the Dean Nature Sanctuary.

Commissioner O'Brien thanked Commissioner Carson for her assistance with the Interpretive Signs.

President O'Brien noted that the District was not able to apply for the Gold Medal before, as the District lacked a Master Plan, which is a requirement to apply. President O'Brien noted that the District has won the outstanding IPRA Facility awards in the past, but it would be nice for the District to be awarded the Gold Medal award.

10) UNFINISHED BUSINESS

- a) Resolution No 12-0109, A Resolution Amending a Contract Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing

Motion: Commissioner Trombetta made a motion, seconded by Sharon Knitter to approve Resolution No. 12-0109, A Resolution Amending a Contract Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing.

No additional discussion took place and the Resolution passed by Roll Call Vote.

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

11) NEW BUSINESS

- a) Resolution No 12-0110, A Resolution Approving Participation In The Cooperative Purchasing Network

Executive Director Kosey explained that staff learned that the artificial turf material needed for the proposed Master Plan soccer field was already under government contract through "The Cooperative Purchasing Network" (TCPN), a nationwide cooperative purchasing group.

TCPN follows the required procurement procedures in accordance with governing procurement statutes and regulations.

TCPN will allow a member agency to purchase commodities and/or services from any and all TCPN Official Contract Holders, under the same terms, conditions and price as stated in each awarded contract.

Staff wishes for the District to join TCPN to utilize the already approved lowest bid contract price for the artificial turf material.

Attorney Barbara Gosselar has reviewed the cooperative purchasing agreement and the resolution to officially approve the District's participation in TCPN.

To facilitate the purchasing of the artificial turf in time for the construction of the field in the spring, staff respectfully requested for the Board to approve the District's membership in TCPN at tonight's meeting.

Norm Russell explained that TCPN had already received a low bid for the artificial turf that the District may use for the soccer field.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson to waive the Board's Rules to approve, at this meeting, a Resolution Approving Participation in the Cooperative Purchasing Network.

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

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

Nays: None

Absent: None

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson to approve Resolution No 12-0110, A Resolution Approving Participation in the Cooperative Purchasing Network.

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

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

Nays: None

Absent: None

b) Strategic Plan Update

Laure Kosey explained that the District's Strategic Plan is a living document. Staff had identified sections of the Plan requiring updates to goals in progress and identified those projects which are completed.

Commissioner Carson noted a correction that was required on page 6 of the Strategic Plan to change Racquet Club to Tennis Center.

Executive Director Kosey stated that the strategic plan is tied in with the Master Plan.

Commissioner Knitter said she would like a check box to show the completion of these goals and that the District should review again at the 6th month mark to show what was completed to accomplish the goals, even for those goals that are on going.

President O'Brien suggested that the District conducts the review at the annual meeting in May and then again at the November Board Meeting.

12) ADJOURN TO EXECUTIVE SESSION

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter to adjourn at the hour of 7:03 p.m. to the Executive Session for Discussion and Approval of Minutes for the Closed Meeting Held on June 13, 2011, and for the Semi-Annual Review of Closed Meeting

Minutes from January, 1989 Through December, 2011 for Release, and the Semi-Annual Review of the Proposed Destruction of the Verbatim Record of Certain Closed Meetings.

The motion passed by roll call vote.

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

Nays: None

Absent: None

13) EXECUTIVE SESSION

- a) Discussion and Approval of Closed Meeting Minutes, June 13, 2011
- b) Semi- Annual Review of Closed Meeting Minutes for Release
 - i) Resolution 12-0213: A Resolution Approving and Authorizing the Release of Minutes for Closed Meetings from January, 1989 Through December 2011
 - ii) Ordinance No. 12-0214: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

14) RECONVENE OPEN SESSION

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson to reconvene open session at the hour of 7: 08 p.m.

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

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

Nays: None

Absent: None

15) POTENTIAL ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

No action was taken on items discussed in Executive Session.

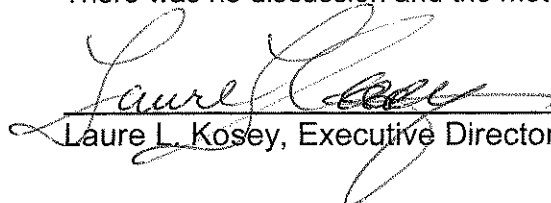
16) NEXT REGULAR MEETING: February 13, 2012

President O'Brien announced that the next Regular Meeting of the Board would be held on February 13, 2012 at 6:30 p.m.

17) ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter to adjourn the regular meeting of the Oak Brook Park District Board of commissioners at the hour of 7:10 p.m.

There was no discussion and the motion passed by voice vote.



Laure L. Kosey, Executive Director