

# Oak Brook Park District

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## MINUTES FOR THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS

July 16, 2012 - 6:30 p.m.

Meeting Room 1

### 1) CALL TO ORDER REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL 6:30

Acting-President Carson opened the regular meeting of the Oak Brook Park District at 6:30 p.m. in the Family Recreation Center, Room 1. Commissioners Truedson, Trombetta, Knitter and Acting-President Carson answered, "present". President O'Brien was absent at roll call. Also present were Laure Kosey, Executive Director; Barb Gosselar, Park District Attorney; Nancy Strathdee, Director of Finance & Human Resources; Dave Thommes, Director of Recreation; Clint Lauderdale, Director of Facility Services and Norm Russell, Director of Parks and Planning.

### 2) APPROVAL OF July 16, 2012 AGENDA

Motion: Commissioner Knitter made a motion, seconded by Commissioner Truedson, to approve the agenda for July 16, 2012 executive session.

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

### 3) OPEN FORUM

Acting-President Carson asked if there was anyone who wished to address the board.

William Lindeman 11 Pembroke Lane, Oak Brook addressed the board stating that he admires the programming at Oak Brook Park District, which he believes to be top of the line. He said when he offers his criticisms to the board, he is not doing it on a personal basis, but rather emphasizing a different point of view. He also noted that the new gazebo is looking great.

Commissioner Truedson thanked Mr. Lindeman for his recent discovery of additional tax dollars available to the Park District.

### 4) APPROVAL OF MINUTES

#### a) Approval of June 18, 2012 Regular Meeting Minutes

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter to approve the June 18, 2012 regular meeting minutes.

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

Ayes: Commissioners Truedson, Trombetta, Knitter and Acting-President Carson

Nays: None

Absent: President O'Brien

5) APPROVAL OF FINANCIAL STATEMENT ENDING June 30, 2012

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to approve the Financial Statement Ending June 30, 2012.

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

Ayes: Commissioners Truedson, Trombetta, Knitter and Acting-President Carson

Nays: None

Absent: President O'Brien

6) APPROVAL OF WARRANTS

a) Approval of Warrant No. 541

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to approve Warrant No. 541.

Ms. Kosey clarified a few of the expenditures on the warrant including payment to a tennis recruiter for helping to obtain college-age tennis pros.

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

Ayes: Commissioners Truedson, Trombetta, Knitter and Acting-President Carson

Nays: None

Absent: President O'Brien

7) COMMUNICATIONS/PROCLAMATIONS

a) Board of Commissioners to share communications

Commissioner Truedson raised the issue of the importance of having specific policies and procedures in place in order to avoid a situation similar to the one recently experienced at Penn State University. A long discussion ensued. Ms. Kosey said she and Mr. Thommes will work with Barb Gosselar to review current policies, and also will consult with Park District peers.

b) Strategic Plan

Ms. Kosey discussed the status of the strategic plan and her goal to have the plan presented to the board on a regular scheduled basis for formal review.

c) Annual Report

Ms. Kosey noted a couple of typos in the report which was recently provided to board members, but wanted to ensure that the board was made aware of the report and that she plans to formally distribute it at the end of the month.

8) STAFF RECOGNITION

Karen Spandikow, Assistant Director of Recreation, in the Recognition of Her Completion of Her Masters Degree in Recreation, Sports, and Tourism from the University of Illinois

Ms. Kosey recognized Ms. Spandikow for his dedication to the Park District and for recently completing her Master's Degree.

9) REPORTS:

a) Executive Director & Marketing Department Report

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

Ms. Kosey noted that Corporate Relations has already raised \$90,000.00 this year, which is outstanding.

Ms. Kosey recommended that the Park District begin the bidding process for the building of a maintenance facility.

A long discussion took place regarding the proposed maintenance building project and capital projects financing, including the recent replacement of an air conditioning compressor at the Recreation Center. This was not a budgeted item and the expense was paid via the capital projects budget.

It was also noted that a parking lot at the proposed maintenance facility would be a separate cost.

Ms. Kosey said the artificial turf field should be ready to rent by this weekend.

There was no further discussion regarding Ms. Kosey's report.

b) Finance & Human Resources Director

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

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

c) Director of Recreation

David Thommes presented his report, which can be found in the Park District records.

Commissioner Knitter asked for the procedures the Park District has in place for lightening and park-user safety.

There was discussion regarding the development of a new system for fitness program user check-in, which could include placing a portable scanning system at the entrance of a classroom. An enhanced tracking system for personal trainers was also discussed.

Commissioner Knitter suggested a smart phone app could be developed by an intern as a solution for the check-in process.

There were no further questions or comments regarding Mr. Thommes' report.

d) Director of Parks & Planning

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

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

e) Director of Facility Services

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

Laure Kosey reviewed the proposed soccer field lighting project noting that the Park District will be asking for two different ordinance variances.

Ms. Gosselar said it is important to have proponents of the lighting to attend the village meeting when this issue is presented, as those who are against an issue typically show up in force.

10) UNFINISHED BUSINESS

- a) Resolution # 12-0716: A Resolution Approving and Authorizing an Intergovernmental Agreement By and Between the Village of Oak Brook and the Oak Brook Park District for the Use of Village Owned Equipment and Vehicles

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve Resolution #12-0716: A resolution approving and authorizing an Intergovernmental Agreement by and between the Village of Oak Brook and the Oak Brook Park District for the use of Village owned equipment and vehicles.

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

Ayes: Commissioners Truedson, Trombetta, Knitter and Acting-President Carson

Nays: None

Absent: President O'Brien

- b) Dean Nature Sanctuary Natural Area Stewardship Bid

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to accept the bid of Conservation Land Stewardship, Inc., and approve an agreement between the Oak Brook Park District and Conservation Land Stewardship, Inc. for Dean Nature Sanctuary Natural Area Stewardship for a not to exceed price of \$28,000.00.

Ms. Kosey reviewed this agreement with the board noting that the Park District can pick and choose what work is to be done. She also noted that it is a one-year contract with the option to renew for additional year.

The board had various questions regarding certain aspects of the work included in the bid, including burns.

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

Ayes: Commissioners Truedson, Trombetta, Knitter and Acting-President Carson

Nays: None

Absent: President O'Brien

## 11) NEW BUSINESS

### a) RFQ for Wayfaring and Sign Planning

This issue was for review and discussion only.

Ms. Kosey presented this issue and its materials to the board. She said staff will review the RFQ which is due shortly and will then hire someone from there. She said this is a large project with \$25,000.00 budgeted this year and will continue to be included in future budgets as the project continues. She said staff will present its recommendation to the board at next month's meeting.

It was noted that Commissioner Truedson will be involved in this project.

### b) Bid for Tennis Center Parking Lot Renovation

This issue was for review and discussion only.

Ms. Kosey said staff will be going out to bid on this project once Mr. Russell has completed the specifications and Ms. Gosselar has reviewed the material. Ms. Kosey said she hopes to present the project for board approval at the August meeting.

## 12) ADJOURN TO EXECUTIVE SESSION

Motion: Commissioner Knitter made a motion, seconded by Commissioner Truedson, to Adjourn to Executive Session at 7:38 p.m. for discussion and approval of minutes for the closed meeting held on March 12, 2012, for semi-annual review of closed meeting minutes from January, 1989 through June, 2012 for release, for semi-annual review of the proposed destruction of the verbatim record of certain closed meetings and for appointment, employment, compensation, discipline, performance or dismissal of specific employees.

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

Ayes: Commissioners Truedson, Trombetta, Knitter and Acting-President Carson

Nays: None

Absent: President O'Brien

## 13) EXECUTIVE SESSION

### a) Discussion and Approval of Closed Meeting Minutes March 12, 2012

### b) Semi-Annual Review of Closed Meeting Minutes for Release

i) Resolution 12-0820: A Resolution Approving and Authorizing the Release of Minutes for Closed Meetings from January 1989 through June 2012

ii) Ordinance No. 12-0821: An Ordinance Authorizing the Destruction of Verbatim Record of Certain Closed Meetings.

### c) Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District.

## 14) RECONVENE OPEN SESSION

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to reconvene open session at the hour of 8:12 p.m.

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

15) POTENTIAL ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

There was no action on items discussed in executive session.

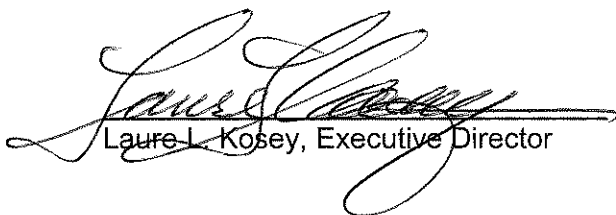
16) NEXT REGULAR MEETING: August 20, 2012 (Regular Meetings of the Park Board of Commissioners will now be held on the third Monday of the Month)

Acting-President Carson announced the next regular meeting will be held on August 20, 2012 at 6:30 p.m.

17) ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to adjourn at the hour of 8:12 p.m.

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



Laure L. Kosey, Executive Director