

Oak Brook Park District

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

March 12, 2012 - 6:30 p.m.

Meeting Rooms 2 & 3

1) 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 6:31 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, Karen Spandikow, Assistant Director of Recreation; Clint Lauderdale, Director of Facility Services and Norm Russell, Director of Parks and Planning.

2) APPROVAL OF March 12, 2012

Commissioner Trombetta made a motion, seconded by Commissioner Carson to approve the March 12, 2012 agenda.

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

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

Nays: None

3) OPEN FORUM

William Lindeman, 11 Pembroke Lane, Oak Brook, IL addressed the board and requested the board to advise him of whether they prefer receiving pictures he wants to give them via paper copies in the administration office or by email. He also wanted to thank the board for allowing the agenda packets to be made available to the public following the meeting. Mr. Lindeman said he has concerns about receiving them after the meeting instead of before, but he will address the issue at a different time. He also thanked Commissioner Trombetta regarding his assistance in having staff explain the need of the membership fee. He said there is no indication from meeting materials that this fee was ever discussed or voted on by the board, and he suggested that the board reconsider the fee by putting the issue on a future agenda. Mr. Lindeman also said it might be advantageous to the public to know some of the agenda topics before the meeting.

4) APPROVAL OF MINUTES

a) Approval of February 13, 2012 Regular Meeting Minutes

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve the February 13, 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

5) APPROVAL OF FINANCIAL STATEMENT ENDING February 29, 2012

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve the financial statement ending February 29, 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

6) APPROVAL OF WARRANTS

a) Approval of Warrant No. 537

Commissioner Knitter made a motion, seconded by Commissioner Trombetta, to approve Warrant No. 537.

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) COMMUNICATIONS/PROCLAMATIONS

a) Board of Commissioners to share communications

Commissioner Carson said she received an email from a Saddlebrook board member regarding the poor condition of the paths in Saddlebrook.

President O'Brien said staff is already working on improving these paths.

Commissioner Carson made reference to a recent publication suggesting that playgrounds be geared toward seniors and adults as well as children. She suggested staff consider this option when rebuilding Park District playgrounds.

Commissioner Knitter said she received positive remarks from a Downers Grove resident regarding the Park District Aquatic Center and programming.

Commissioner Trombetta complemented staff on the recent 190 North television show showcasing the Aquatic Center.

b) IPRA and Oak Brook Park District Community Service Awards

i) F Stop Camera Club

President O'Brien and Ms. Kosey presented representatives from F Stop Camera Club with a plaque thanking them for their time and generosity.

ii) Adventist Hospital

President O'Brien and Ms. Kosey presented representatives from Adventist Hospital with a plaque thanking the hospital for time and generosity.

iii) Evergreen Bank

President O'Brien offered the Park District's thanks to Evergreen Bank for their time and generosity. As no representatives from the bank were present, President O'Brien said he and Ms. Kosey will present their award to them at a later date.

8) STAFF RECOGNITION

a) None

9) REPORTS:

a) Executive Director

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

There were no questions 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

Karen Spandikow presented her report, which can be found in the Park District records.

Commissioner Knitter asked for clarification regarding the upcoming kite event.

There were no further questions regarding Ms. Spandikow's 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.

There were no questions regarding Mr. Lauderdale'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 the corporate relations report.

Ms. Kosey announced that the Park District just received a sponsorship donation from Evergreen Bank for \$135,000.00 in return for naming rights for the proposed turf field. She said the sponsorship is currently undergoing legal review with Park District attorneys.

10) UNFINISHED BUSINESS

- a) Ordinance 12-0312: An Ordinance Providing For The Issuance Of A \$2,534,733.00 General Obligation Park Bonds (Limited Tax) Series 2012 of the Oak Brook Park District, DuPage and Cook Counties, Illinois

President O'Brien announced that a proposal had been received from MB Financial Bank, N.A., Chicago, Illinois, for the purchase of the District's non-referendum general obligation park bonds to be issued by the District pursuant to Section 6-4 of the Park District Code and that the Board of Park Commissioners would consider the adoption of an ordinance providing for the issue of said bonds and the levy of a direct annual tax to pay the principal and interest thereon.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter to approve Ordinance 12-0312: An Ordinance Providing for the Issue of \$2,534,733 General Obligation Limited Tax Park Bonds, Series 2012, of the Oak Brook Park District, DuPage and Cook Counties, Illinois, and for the Levy of a Direct Annual Tax to Pay the Principal and Interest on Said Bonds.

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) Budget for Fiscal Year 2012 - 2013 Discussion

President O'Brien stated that the tentative Budget and Appropriation Ordinance 12-0409 for Fiscal Year May 1, 2012 – April 30, 2013 has been placed on public display for thirty days following the publication notice in the Liberty Suburban Newspapers on March 9, 2012. The Budget and Appropriation Ordinance encompasses all previous reviews by the Board of Commissioners. A Public Hearing will be scheduled to occur at the April 9, 2012 regular

meeting of the Board of Commissioners for the purpose of receiving public comment on the Budget and Appropriation Ordinance

The board asked for clarification regarding accuracy in budget figures.

Ms. Kosey noted that the budget numbers are set for worse case scenarios.

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

Commissioner Trombetta made a motion, seconded by Commissioner Knitter to approve Ordinance 12-0314, An Ordinance Declaring Surplus Personal Property and Authorizing the Conveyance or Sale Thereof.

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

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

- d) 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.

Commissioner Trombetta made a motion, seconded by Commissioner Carson to approve 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.

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

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

- d) Resolution 12-0316: A Resolution Approving an Addendum to an Agreement Between the Oak Brook Park District and Wolf and Company, LLP for Audit Services

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve the Proposal of Wolf and Company, LLP for Audit Services for Fiscal Years 2012-2013.

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

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

- e) Fitness Equipment Contract

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve a Contract with Direct Fitness Solutions for the Lease-Purchase of Fitness Equipment for the Fitness Center, with Financing Through Municipal Asset Management, for a Total Price of \$94,743.32.

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

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

Nays: None

It was noted that the new equipment will arrive June 1st.

f) Proposed Tennis Center Membership Fee Changes

Commissioner Knitter made a motion, seconded by Commissioner Trombetta, to approve the Proposed Tennis Center Membership Fee Changes, and to offer a Tennis and Aquatic Combination Membership, Beginning in May, 2012, as presented to the Board.

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

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

Nays: None

11) NEW BUSINESS

a) Cowhey Manhard Agreement for Civil Engineering and Surveying Services Phase 1 Improvements – Final Engineering.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter to waive the Board's Rules to approve, at this meeting, the Cowhey Manhard Agreement for Civil Engineering and Surveying Services Phase 1 Improvements – Final Engineering.

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

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

Nays: None

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter to approve the Cowhey Manhard Agreement for Civil Engineering and Surveying Services Phase 1 Improvements – Final Engineering, as presented to the Board.

The board asked why this project must be rushed.

Ms. Kosey said that the permitting and surveying must be done now in order to install the turf field this summer.

Mr. Russell noted that most of this work involves the detention pond.

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

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

Nays: None

b) Proposed Artificial Turf Athletic Field Fees

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

The board asked several questions regarding this project, specifically why the estimated maintenance expenses are budgeted to increase with each year.

Ms. Kosey said it is thought that there will be an increase in usage of the field each year and this will require more maintenance. She did, however, state that there will be an immediate savings in watering, fertilizer and man power.

Commissioner Truedson said people have asked him if a track could be installed around the field.

Ms. Kosey said there is not enough space for a track, but that the bike and walking paths will be improved and will soon include mile markers.

The board had questions regarding the hygiene aspect of an artificial turf field.

Ms. Kosey outlined the procedures for keeping the field hygienic.

A long discussion ensued regarding the fees for field usage. It was noted that there will be a resident/non-resident fee.

The board concurred to start the synthetic turf field rental fees at \$100.00 resident/\$150.00 non-resident to start, and will increase fees once the lights are installed.

Ms. Kosey noted that the park district would need to submit a variation request for the installation of the field lights to the Village. She said this will be done in a separate step from the Special Use Permit application currently in review by the village. Ms. Kosey also noted that Forest Gate Homeowners group has been grateful with the Park District's open communication with them regarding this project.

- c) Excavation and Site Preparation for Synthetic Turf Athletic Field Installation, Detention Pond, and Sled Hill Project Request for Bids

Ms. Kosey presented this issue to the board and its materials, which can be found in the Park District records.

Ms. Kosey said she will draft bid documents for this project. She also stated that the next step will be to seek two separate proposals: one for the splash pad renovation, relocation of the gazebo and disc golf hole reconfiguration. She said this proposal will be presented to the board at the April meeting.

- d) Ordinance 12-0410: An Ordinance For Transferring Anticipated Unexpended Funds From Certain Appropriation Items To Other Items Of Appropriation

Nancy Strathdee presented this issue and its materials to the board, which can be found in the Park District records.

There were no questions regarding this issue and it will be presented at next month's meeting for board approval.

e) Debt Service Investment Interest Earnings

Nancy Strathdee presented this issue and its materials to the board, which can be found in the Park District records. She said this issue will be presented to the board at the April meeting, and if approved, the interest earnings can be reallocated to different areas of the budget. She noted that there are no restrictions in the allocation of these funds.

There were no questions regarding this issue.

f) Proposed Personal Training Fee Changes

Ms. Kosey presented this issue and related materials which can be found in the Park District Records.

Ms. Spandikow said she recommends that the fees for larger group personal training sessions be decreased in order to encourage bookings and to offer a wider range of classes.

There were no questions regarding this issue.

12) ADJOURN TO EXECUTIVE SESSION

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to adjourn to Executive Session for Discussion and Approval of Minutes for the Closed Meeting Held on January 9, 2012, and for Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District. at the hour of 7:42 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

13) EXECUTIVE SESSION

- a) Discussion and Approval of Closed Meeting Minutes, January 9, 2012
- b) Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District

14) RECONVENE OPEN SESSION

Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to Reconvene Open Session at the hour of 8:20 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

15) POTENTIAL ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

There was no action taken on items discussed in executive session.

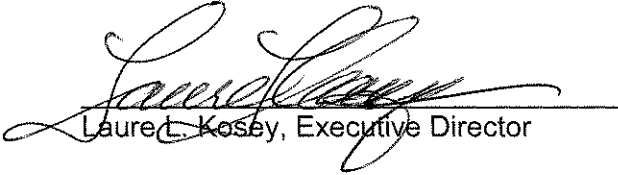
16) NEXT REGULAR MEETING: April 9, 2012

President O'Brien Announced that the Next Regular Meeting of the Board will be on April 9, 2012, at 6:30 p.m.

17) ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to adjourn to executive session and the hour of 8:20 p.m.

There were no questions and the motion passed by voice vote.



Laure L. Kosey, Executive Director