

Oak Brook Park District

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**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
November 19, 2012- 6:30 p.m.
Meeting Room 1**

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 6:30 p.m. in the Family Recreation Center, Rooms 2 and 3. 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; Dave Thommes, Director of Recreation; Clint Lauderdale, Director of Facility Services and Norm Russell, Director of Parks and Planning.

2) APPROVAL OF November 19, 2012 AGENDA

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve the November 19, 2012 agenda.

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

3) OPEN FORUM

President O'Brien asked if there was anyone in the audience who wished to address the board.

Mr. Bill Lindemann, an Oak Brook resident, addressed the board stating that he was pleased that the recent citizen advisory referendum questioning should there be a reduction in the park commissioner term of office from 6 years to 4 years received support in the recent election.

4) APPROVAL OF MINUTES

a) Approval of October 15, 2012 Regular Meeting Minutes

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Knitter, to approve the October 15, 2012 regular meeting minutes.

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

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

Nays: None

5) APPROVAL OF FINANCIAL STATEMENT ENDING October 31, 2012

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

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

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

6) APPROVAL OF WARRANTS

a) Approval of Warrant No. 545

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve Warrant No. 545.

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

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

7) COMMUNICATIONS/PROCLAMATIONS

a) Board of Commissioners to share communications

President O'Brien mentioned the highlights of the recent Best of the Best Gala held by the IAPD .

President O'Brien noted that the board will discuss the non-binding referendum at the January board meeting.

b) John DeLand, Wolf & Company, LLP. Report of the Audit for Fiscal Year 2011-2012

President O'Brien presented the audit letter to the board and asked that it be entered into the Park District meeting records.

Mr. DeLand addressed the board regarding the recent audit. He said the only significant change to the Oak Brook Park District accounting practices was the classification of fund balances. He also said there were no problems or disagreements in the audit which resulted in no adjustments.

The board thanked Mr. Deland for his presentation.

Commissioner Knitter outlined various fundraising events being planned by the Foundation which includes a turtle race event which will coincide with the grand opening of the splash park. She said the event is very similar to the yellow duck race held in Chicago. Commissioner Knitter also said a "Bark and Brew" wine and beer tasting event which will allow participants to bring their dogs is being planned. These events will take place next year.

c) Arcon Associates Report of the ADA Code Assessment

Clint Lauderdale presented this issue to the board. He said that staff will prioritize the recommendations given to the Park District by Arcon and will move forward from there.

Commissioner Knitter asked if there is a time limit to get these recommendations completed. Mr. Lauderdale said there is no time limit, but the Park District must move forward with prioritizing and tackling some of the doable recommendations. He said he will present the board with a list of prioritized improvements for review early next year.

d) Discussion of Forest Gate Subdivision and Ball Field 1

This issue was for discussion only.

Ms. Kosey said these lighting and parking matters were brought forth and are being vigorously pursued by a group of Forest Gate residents.

Laure Kosey presented this matter to the board. She said there have been struggles with coming to a consensus on which current ordinance is correct in relation to how late in the day the baseball field #1 lights can be used. She said the Village will be addressing this issue at next week's Village board meeting.

Ms. Kosey discussed the issue of parking along Forest Gate Road. One option was found to be too costly. This issue will also be discussed at the Village board meeting next week.

8) STAFF RECOGNITION OF NEW EMPLOYEES

- a) Jessica Cannaday, Marketing and Promotions Manager
 - (i) Recipient of the IPRA Professional of the Year Award from the Communications and Marketing Section

President O'Brien presented the staff recognition award to recipient Jessica Cannaday.

9) REPORTS:

- a) Executive Director & Marketing Department Report

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.

Ms. Strathdee asked the board to consider a date they would like to choose for the budget workshop.

- c) Director of Recreation

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

There were no questions regarding Mr. Thommes' report.

d) Director of Parks & Planning

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

Commissioner Knitter asked Mr. Russell how the new artificial turf held up with recent heavy rains.

Mr. Russell said there were no issues.

There were no further questions regarding Ms. Russell's report.

e) Director of Facility Services

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

The board asked for an explanation of the procedures followed when the recreation center parking lot is full.

Mr. Lauderdale said parking overflow is directed to the Tennis Center and Central Park West parking lots.

10) UNFINISHED BUSINESS

a) Personnel Policy Clarification on Facility Criteria and Program Criteria for Tennis Center Use

Motion: Commissioner Carson made a motion, seconded by Commissioner Knitter to approve an Amendment to Section 6.8 of the Personnel Policy Manual to Clarify the Facility and Program Criteria for Tennis Center Use by District Employees.

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

b) Discussion of Central Park Wayfaring and Signage Master Plan

This issue was presented for discussion only.

Jessica Cannaday presented this issue and its materials to the board.

The board offered their input on the proposed signage.

The board made a consensus that they favored the proposed signage design, including Concept 1 of the proposed Central Park sign (that has the angled top).

President O'Brien directed staff to return to the board with a final decision and cost for board approval.

11) NEW BUSINESS

a) Results of the Request for Letter of Interest and Statement of Qualifications for the Tennis Center's Building Automation Project

David Thommes presented this issue, which was for discussion only.

It was noted that the cost for this project will be coming out of the Enterprise fund.

There were no questions regarding this issue.

- b) Ordinance No 12-1217: An Ordinance Levying Taxes and Assessing Taxes For The Year 2012 Of The Oak Brook Park District of DuPage and Cook Counties, Illinois
A Public Hearing is scheduled to commence at the beginning of the December 17, 2012 Regular Meeting of the Board of Park Commissioners, 6:30 p.m. The Public Hearing is held to receive public comment regarding the Levying Taxes and Assessing of Taxes for the Year 2012 for the Oak Brook Park District, DuPage and Cook Counties, Illinois

This issue was presented for discussion only and will be up for board approval at the December meeting.

There were no questions regarding this proposed Ordinance.

- c) Resolution 12-1218: A Resolution Approving an Addendum to an Agreement between the Oak Brook Park District and Veolia ES Solid Waste Midwest, LLC. for Refuse and Recyclable Collection Services

This issue was presented for discussion only and will be up for board approval at the December meeting.

Mrs. Kosey noted that the Resolution would allow for a one-year extension to the current contract.

There were no questions regarding this proposed Resolution.

- d) IAPD Credentials: An Appointment of Certain District Representative(s) to serve as Delegate(s) to the Annual Business Meeting of the Illinois Association of Park Districts

This issue was presented for review and discussion only. President O'Brien said the representative will most likely be Ms. Kosey as she has held this position since being here.

Commissioner Knitter suggested that Ms. Kosey bring another staff person along to the meeting as she believes it is beneficial to the Park District.

- e) Records Management and Disposal

- i) Application for Authority to Dispose of Local Records No. 10:256: Records Disposal Certificate for March 15, 2013

This issue was presented for review and discussion only.

Ms. Gosselar said she has reviewed the records to be disposed and the procedures set forth for disposal. She said there are no issues keeping these records from being disposed.

f) 2013 Board Meeting Dates

This issue was presented for review and discussion only.

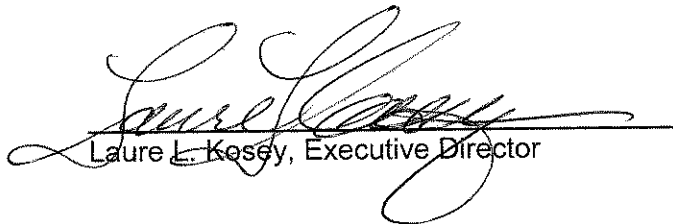
There were no questions regarding this mater.

12) NEXT REGULAR MEETING: December 17, 2012 (Regular Meetings of the Park Board of Commissioners are held on the third Monday of the Month)

President O'Brien announced that the Next Regular Meeting of the Board will be on December 17, 2012, at 6:30 p.m.

13) ADJOURNMENT

Motion: Commissioner Carson made a motion, seconded by Commissioner Knitter to adjourn at the hour of 7:43 p.m.



Laure L. Kesey, Executive Director