

Oak Brook Park District

1450 Forest Gate Road • Oak Brook, IL 60523-2151

Phone: 630-990-4233 • Fax: 630-990-8379 • www.obparks.org

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

October 21, 2013- 6:30 p.m.

Meeting Room: 1/Autumn Oaks Room

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, Room 1/Autumn Oaks Room. Commissioners Truedson, Trombetta, Carson and President O'Brien answered, "present". Commissioner Knitter was absent at the time of 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 and Clint Lauderdale, Director of Parks and Planning.

2) APPROVAL OF October 21, 2013 AGENDA

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve the October 21, 2013, agenda.

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

3) OPEN FORUM

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

Bill Lindeman, an Oak Brook resident, addressed the board. He said on one of his recent patrols, he noticed that the CPW's windows had been replaced. He said this was long overdue. Mr. Lindeman also noted that at last month's meeting, Ms. Kosey proposed a ball field renovation project and said there is not money to pay for it. Mr. Lindeman asked if this means that the capital projects fund is depleted.

Ms. Kosey replied that the ball field renovation issue will be discussed later in the meeting per the agenda.

Mr. Lindeman noted that President O'Brien's recent comments regarding flood plains are completely inaccurate.

As there were no others who wished to address the board, President O'Brien closed Open Forum.

4) APPROVAL OF MINUTES

a) Approval of September 16, 2013 Regular Meeting Minutes

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve the September 16, 2013 regular meeting minutes.

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

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

b) Approval of September 25, 2013 Special Meeting Minutes

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve the September 25, 2013, special meeting minutes.

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

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

5) APPROVAL OF FINANCIAL STATEMENT ENDING September 30, 2013

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve the financial statement ending September 30, 2013.

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

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

6) APPROVAL OF WARRANTS

a) Approval of Warrant No. 556

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve warrant 556.

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

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

7) COMMUNICATIONS/PROCLAMATIONS

a) Board of Commissioners to share communications

President O'Brien asked the board whether there was anyone who wished to share communications.

There were no communications presented by the board.

b) Recognition of President O'Brien's receipt of a commemorative plaque from the Illinois Association of Park Districts for President O'Brien's 20th Year Anniversary of Serving as a Park Commissioner

The board congratulated President O'Brien on this great accomplishment.

c) Tennis Center Business Plan

Alin Pop presented the Tennis Center Business Plan and its related materials, which can be found in the Park District records

President O'Brien said Mr. Pop has done an outstanding job at the Tennis Center and congratulated him for his hard work and dedication.

Mr. Pop said his business plan for the Tennis Center has not changed much from the previous year. He said he continues to engage people into more programming, especially junior players.

There were no questions regarding the Tennis Center Business Plan.

8) STAFF RECOGNITION

a) None.

9) REPORTS:

a) Executive Director & Marketing Department Report

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

Ms. Kosey said two projects that were discussed at the September meeting have both come in under \$20,000, so going out to bid for each is not required.

Ms. Kosey said she is hoping to have the Central Park sign installed sometime in the first half of November. She said there was a small glitch in manufacturing that delayed the project but everything is moving smoothly now. She said she hopes to have the satellite signage installed around Thanksgiving. She also said that building address signage in Central Park will be done in-house and will be included in next year's budget.

Commissioner Knitter entered the meeting at 6:38 p.m.

b) Finance & Human Resources Director

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

Ms. Strathdee said the audit is complete and the Park District received a clean opinion with the official report due shortly.

Ms. Strathdee said she and staff are currently working on the annual tax levy which will be presented to the board at the December meeting.

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 & Facilities

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

Mr. Lauderdale noted that there were some unexpected costs incurred during the work performed at CPW which included replacing plywood sheets under tiling (\$3,700) and removing asbestos in the kitchen (\$4,100). He said the project was still completed on the time.

The board suggested that CPW should be actively advertised as a wedding venue in wedding publications.

Commissioner Knitter suggested that CPW be advertised as not being the usual venue for a wedding. She said it fits a certain niche for those couples not wanting to spend a fortune yet wanting to have their wedding in a facility which is different.

It was noted that CPW can seat 120 people.

A long discussion took place regarding the Park District's pursuit for the National Gold Medal Award for Excellence in Park and Recreation Management., for which the Oak Brook Park District was one of four finalists this year. President O'Brien said a major factor needed to receive this prestigious award, is for the Park District to receive accreditation from the Commission of Accreditation of Park and Recreation Agencies (CAPRA), and the Illinois Distinguished Accreditation Program. He noted that the winner of the award this year, Waukegan Park District, holds both of these accreditations. He went on to say that achieving these two accreditations is very difficult but having them would put the Park District a step above the rest. Ms. Kosey agreed.

Ms. Kosey suggested that a committee be formed to assist staff in this endeavor which includes completing a 17 page evaluation. She noted that the cost to apply for these accreditations totals \$3,000: \$2,000 for CAPRA and \$1,000 for the Illinois Distinguished Accreditation Program. She said she is most concerned with the time it will take staff away from other projects. Ms. Kosey said that she will bring a plan to the board for their review at next month's meeting.

Commissioner Trombetta said he is skeptical of the need to dedicate so much time and effort to achieve these accreditations and said the Park District should focus on trying to improve its facilities and services.

The remainder of the board concurred to proceed in pursuing the accreditations.

10) UNFINISHED BUSINESS

- a) None

11) NEW BUSINESS

- a) Phase 2 of the Master Plan

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

Ms. Kosey reviewed the current financial status of the capital projects funds which, of \$500,000, \$345,000 remains uncommitted and available for future projects. She reviewed each potential project and its estimated cost. Of these proposed projects, Ms. Kosey noted the following:

Proposed ball field reconfiguration project: Ms. Kosey recommended that funding be obtained through an OSLAD Grant in 2014 with the construction performed in 2015.

Proposed Harvest Garden: Funding would be sought from Whole Foods and their assistance would be included in building this garden which would be used in conjunction with the Preschool classes.

Commissioner Knitter suggested also approaching Fullers for their assistance.

Meditation Garden: Ms. Kosey said there is a lot of interest and positive feedback on this project but thus far, no one has offered funding. She said staff will be meeting with Adventist Hospital to see if they are interested.

Aquatic Center HVAC: The replacement of this equipment is long past due and a rough quote for replacement is \$280,000. Ms. Kosey said she was told that the system has to be replaced within the next five years, but that it could break down and be beyond repair at any time. It was noted that the current HVAC system is at least 17 years old.

FRC Parking Lot: Ms. Kosey said there is a real need for expansion of this lot and the estimated cost is \$175,000 - \$180,000.

Fitness Stations: These would be built outside throughout Central Park. Ms. Kosey said many Park Districts offer fitness stations and are popular with the older population. She did note that she does not want to compete with ourselves with users opting for the free outdoor fitness stations rather than joining the fitness center.

Front Desk Move: There was lengthy discussion regarding this proposed project with President O'Brien noting that he has always opposed it. He said with the new security at the preschool hallway entrance, there is no need to move the front desk. Ms. Kosey agreed. There was a discussion on whether to provide a greeter at the entrance. The board concurred to put this project on hold.

Family Locker Rooms: Ms. Kosey said she believes these locker room facilities are needed and could be installed along the outside wall (along the hallway) of Studio C where the floor is already tiled and plumbing is present. Studio C could still be used.

Challenge Course: Commissioner Knitter said that she would like to see these geared more towards kids rather than for corporate use. She said at the recent NRPA conference, it was said that only 10% of kids spend time outdoors each day in comparison to 75% only one generation ago. She said the Challenge Course could be incorporated with the Fitness Stations and provide different levels. The board concurred.

After lengthy discussion, the board concurred that the HVAC system should be replaced, that the proposed parking lot and family locker room projects be put on hold, and that the smaller projects be pursued if financially possible.

b) Bid for Refuse and Recyclable Collection Service

This issue was for discussion only.

Mr. Lauderdale said the bid for this service came in under \$20,000, which means that staff does not need to go to bid for this next year.

Ms. Kosey noted that before having switched to the current vendor, the Park District had been paying \$30,000 for refuse services. She said she and staff are happy with the current vendor and their bid only includes a possible 3% increase.

Ms. Kosey said staff will be going out to bid for a new mowing contractor as the current contractor has been doing a poor job.

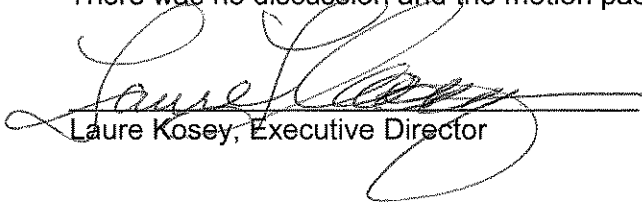
12) NEXT REGULAR MEETING: November 18, 2013

President O'Brien announced the next regular meeting of the Board will be held on November 18, 2013 at 6:30 p.m.

13) ADJOURNMENT

Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to adjourn at the hour of 7:36 p.m.

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


Laure Kosey, Executive Director