

# **MINUTES**

*March 25, 2010*

Minutes of a regular meeting of the Board of Commissioners of the Oakbrook Terrace Park District held on March 25, 2010 at 7:00 p.m., at the Heritage Center, 1S325 Ardmore Avenue, Oakbrook Terrace, DuPage County, Illinois.

## **CALL TO ORDER**

President Sweitzer called the meeting to order at 7:00 p.m.

Roll Call: Dan Flanagan, William Cizek, Maryann Neffke, Susan Lugo, Roger Sweitzer.

Commissioners absent from the meeting: None.

Also present: John Mayer from Engineering Resource Associates; Laura Barron, Director of Parks and Recreation; Larry White, Superintendent of Parks; Liane Knight, Superintendent of the Nature Center; Deanne Gust; Lauri Bauer, Recording Secretary.

## **MINUTES**

Approval of the minutes of the February 18, 2010 Special Meeting. Motion to approve: Commissioner Flanagan; Second: Commissioner Lugo; Ayes: 5, Nays: 0, Abstentions: 0.

Approval of the minutes of the February 25, 2010 Regular Meeting. Motion to approve: Commissioner Flanagan; Second: Commissioner Cizek; Ayes: 5, Nays: 0, Abstentions: 0.

Approval of the Executive Session minutes from February 25, 2010. Motion to approve: Commissioner Lugo; Second: Commissioner Flanagan; Ayes 5, Nays 0, Abstentions: 0.

## **OLD BUSINESS**

### **Culvert**

Mr. Mayer was at the meeting to present material regarding the culvert. Mr. Mayer met with DuPage County and they are receptive to this project. Structurally, there is no difference between the first two options. The District may want to offer the two options to the firms bidding on the project and make a determination based on the responses to each of the bids. Mr. Mayer also suggested requesting references as part of the bid process.

Modeling is not required for the project. The survey has been completed. Mr. Mayer explained the components of the project which includes a life expectancy of 20-25 years. Commissioner Flanagan asked about a guarantee for the construction. Typically, IDOT

contracts include a one year guarantee. Discussion ensued as to the differences between option one and option two. Once given the green light, within two weeks, the permit will be requested from the County and the project will move forward. Mr. White asked about the weight the culvert is able to hold. Mr. Mayer will obtain this information during the bid process. Director Barron will give Mr. Mayer the scoreboard information to include with the permitting process.

*Mr. Mayer left the meeting.*

## **NEDSRA**

Director Barron reported that NEDSRA held a budget meeting. The NEDSRA report is included with the director's report. A second budget meeting will be held on the 31<sup>st</sup> of the month.

## **FINANCIAL**

Approval of Disbursements for the month of February. Motion to approve: Commissioner Flanagan; Second: Commissioner Neffke. Ayes: 5, with Commissioners Flanagan, Cizek, Neffke, Lugo, Sweitzer voting in favor. Nays: 0, Abstentions: 0.

Approval of the Financial Statement for February. Motion to approve: Commissioner Cizek; Second: Commissioner Lugo. Ayes: 5, with Commissioners Flanagan, Neffke, Lugo, Sweitzer, Cizek voting in favor, Nays: 0, Abstentions: 0.

Director Barron noted that the District is still \$100,000 in the black.

## **LEGAL**

Nothing to report.

## **OLD BUSINESS, *continued***

### **Krilich Property**

Deferred to Executive Session.

### **Sporting Activities**

Director Barron reported that the brochure is at the printer. A permanent bags court is being investigated.

## **Ardmore Avenue Extension**

Commissioner Cizek reported that the Ardmore Avenue Extension is still on the City's Agenda. It was reported that the project is now going to phase two.

## **Employee Manual, Sections 2.1 through 2.8**

Director Barron reported changes to Sections 2.2, 2.3 and 2.8.

Upon motion made by Commissioner Lugo, seconded by Commissioner Neffke, Sections 2.1 through 2.8 are approved as amended with Commissioners Flanagan, Cizek, Neffke, Lugo and Sweitzer voting in favor. There were no votes in opposition and no votes in abstention.

## **IAPD Membership**

Discussion ensued as to including the IAPD membership in the budget. It was thought that the IAPD membership could be included in the 2011/12 budget.

Director Barron received the property tax information from the County and the District will collect \$1,294,924.17 in the fiscal year 2010/11. Director Barron was able to balance the budget by making some changes in personnel and utilizing utilities savings.

Discussion ensued as to the number of NEDSRA participants who are residents of the District. Mr. Reiner claims this is confidential information. Discussion ensued as to the current financial situation in the District.

## **NEW BUSINESS**

None.

## **REPORTS**

### **Recreation**

Director Barron reported that Mr. Reinbold's report was included with the board package. Commissioner Lugo asked about the income numbers provided by Mr. Reinbold.

The Easter Egg Hunt and the Doggie Easter Egg Hunt are this Saturday.

## **Lake View Nature Center**

Ms. Knight highlighted program attendance numbers for February. There has been a shift in attendance from walk-ins to program. Cost Plus donated recyclable bags for Spring Celebration.

The intern from the University of St. Francis has been at the Nature Center helping with a number of activities. There are still a number of incoming calls for the Shark Exhibit.

## **Fitness Center**

The Fitness Center report is included with the board package.

Commissioner Neffke asked if Mr. Mulford has spoken with Commissioner Flanagan's neighbor. Director Barron reported that the neighbor is supposed to call Mr. Mulford. Commissioner Flanagan is going to check with his neighbor.

## **Parks**

Mr. White reported that the weather has been presenting some issues with regard to cleaning the parks. At the entrance to Terrace View, the retaining wall on the left side was damaged due to erosion. The side of the retaining wall was replaced. Commissioner Flanagan noted that the wall on the right side is sloping.

It was determined that CDL licenses are not necessary to drive District vehicles.

The tennis court fence is scheduled for painting the week of May 10<sup>th</sup>. The tennis courts will follow.

The City installed three bike racks with a grant from the county.

## **Marketing**

The marketing report is included with the board report. A number of articles were also included for the commissioners.

## **Administration**

Director Barron reported that the correct date for the budget meeting is April 8<sup>th</sup>. A budget discussion will take place at tonight's meeting.

Commissioner Lugo and Commissioner Neffke asked questions regarding the document destruction policy. Director Barron reported that the documents which were already destroyed are not time sensitive and are ok for destruction. This was in accordance with the individual coming out from the State of Illinois.

It was determined that there is a desire for something useful for the Service Awards. A certificate and a gift card were suggested. It was also suggested that the individuals' names be put on the sign out front and put in the brochure.

## **OPEN DISCUSSION**

None.

## **EXECUTIVE SESSION**

Upon motion made by Commissioner Cizek, seconded by Commissioner Lugo, the Regular meeting was adjourned to Executive Session to discuss personnel and land acquisition at 8:30 p.m. The motion passed with Commissioners Neffke, Cizek, Flanagan, Lugo, Sweitzer voting in favor. There were no votes in opposition and no abstentions from voting.

Upon motion made by Commissioner Cizek, seconded by Commissioner Lugo, Executive Session concluded at 9:40 p.m. The motion passed with Commissioners Neffke, Cizek, Flanagan, Lugo, Sweitzer voting in favor. There were no votes in opposition and no abstentions from voting.

Upon motion made by Commissioner Cizek, seconded by Commissioner Lugo, the Regular Session reopened at 9:42 p.m. The motion passed with Commissioners Neffke, Cizek, Flanagan, Lugo, Sweitzer voting in favor. There were no votes in opposition and no abstentions from voting.

## **ADJOURNMENT**

Motion to adjourn at 9:45 p.m. by Commissioner Neffke, seconded by Commissioner Lugo, and approved by all.

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Roger Sweitzer, President

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Maryann Neffke, Secretary