

MINUTES

February 28, 2008

Minutes of a regular meeting of the Board of Commissioners of the Oakbrook Terrace Park District held on February 28, 2008 at 7:00 p.m., at the Heritage Center, 1S325 Ardmore Avenue, Villa Park, DuPage County, Illinois.

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

Others present: Laura Barron, Director of Parks and Recreation; Tim Reinbold, Superintendent of Recreation; Liane Knight, Superintendent of the Nature Center; Larry White, Superintendent of Parks; Laurel Bauer, recording secretary.

CALL TO ORDER

President Sweitzer called the meeting to order at 7:00 p.m. and Ms. Bauer took the minutes of the meeting.

MINUTES

Approval of the minutes of the Regular Meeting held on January 31, 2008 as amended. Motion to approve: Commissioner Neffke; Second: Commissioner Flanagan. Ayes: 5, Nays: 0; Abstentions: 0.

NEDSRA

Director Barron reported that the District has received information regarding the 100 hole golf outing. Additionally, Director Barron reported that she has been attending strategic planning and budget meetings, among others.

FINANCIAL

Director Barron will request the checks back from the City of Oakbrook Terrace for the engineering fees which they are holding.

Approval of the Disbursement List from January 1 to January 31, 2008. Motion to approve: Commissioner Cizek; Second: Commissioner Lugo, with Commissioners Neffke, Cizek, Flanagan, Lugo, Sweitzer voting in favor. Nays: 0; Abstentions: 0.

Approval of the Financial Statements for the period ending January 31, 2008. Motion to approve: Commissioner Cizek; Second: Commissioner Flanagan, with Commissioners Neffke, Cizek, Flanagan, Lugo, Sweitzer voting in favor. Nays: 0; Abstentions: 0.

LEGAL

Director Barron went to the City Council meeting this week regarding the permitting for the playground as it relates to storm water management. The next step is that the County will hold a hearing on March 4th and then voting will occur on March 12th for the permit. A certified permit will not be available until the owner situation on the property is resolved.

Director Barron has not received any calls with regard to the invoice for the steel plates which was referred to Mr. Freeman for handling last month.

OLD BUSINESS

KRILICH PROPERTY

Director Barron has contacted CorLands and they have agreed to review their files. The former appraiser has died however; his son sent Director Barron the electronic files on this matter. Director Barron found documentation, that in 1999 the seller was asking for one million dollars per acre for the property. Director Barron will contact several appraisers to determine what the cost of a new appraisal would be.

BASKETBALL COURTS

A letter has been drafted to the Brandywine Homeowners Association Board regarding assistance with security if basketball courts are installed. This matter will need to be discussed by their board. The basketball hoops are in the budget for the upcoming year.

OAK BROOK NURSING HOME DECK

A drawing was included with the board package showing an aerial view of a proposed deck. Commissioner Cizek would like to contact potential partners to solicit interest. Director Barron suggested preparing a request for proposal to solicit competitive pricing for this project. Commissioner Flanagan indicated that the District needs to be aware of the costs associated with the projects which are anticipated.

SEPTEMBER CONCERT

Mr. Reinbold met with KCM regarding future concerts and other projects. Following the last board meeting, J.P. and the Cats became booked for the September concert date. High Infidelity is a 70s group which Mr. Reinbold is now talking to regarding the concert. This group would include everything in their pricing for approximately \$6,000. Discussion ensued as to the type of group to provide the music for the concert. The commissioners were in agreement with having High Infidelity perform at the concert.

NEW BUSINESS

PARK PRO SOFTWARE

Motion to approve the purchase of the accounting package for the Park Pro software at a cost of \$5,000 and a \$50 monthly maintenance fee. Motion: Commissioner Lugo; Second: Commissioner Flanagan with Commissioners Flanagan, Cizek, Neffke, Lugo and Sweitzer voting in favor. Nays: 0; Abstentions: 0.

HVAC

Director Barron indicated that Mr. White solicited bids for HVAC work and is recommending Inland Mechanical. This would be on a month to month basis and includes compressors, parts and labor. Motion to approve: Commissioner Lugo; Second: Commissioner Flanagan, the District shall enter into a monthly HVAC maintenance agreement with Inland Mechanical Service Corp., at a cost of \$1800 per month. The motion passed with Commissioners Flanagan, Cizek, Neffke, Lugo and Sweitzer voting in favor. Nays: 0; Abstentions: 0.

HVAC UNITS FOR FITNESS CENTER

Upon motion made by Commissioner Lugo and seconded by Commissioner Cizek, the proposal from Inland Mechanical Service Corp., for the installation, start up and system check of two new Carrier HVAC units with capacities of 4 ton and 7.5 ton with automatic economizer features, totaling \$14,635.00 is accepted. The motion passed with Commissioners Flanagan, Cizek, Neffke, Lugo and Sweitzer voting in favor. Nays: 0; Abstentions: 0.

ARDMORE AVENUE EXTENSION

The City of Oakbrook Terrace wants to extend Ardmore Avenue through to Butterfield Road, and a copy of a newspaper article is attached. The road is going to run on the east side of the bike path which would make it very close to the balconies of the apartments. The commissioners think that petitions are a good idea and that the Board of Commissioners should take a position in the matter. The commissioners feel that it would be a poor idea because children play in the area and the increased traffic would be a danger. The residents of Brandywine need to be made aware of this in an effort to get them involved.

REPORTS

RECREATION DEPARTMENT

Mr. Reinbold did not have anything to add in addition to his written report.

LAKE VIEW NATURE CENTER

Ms. Knight is thinking of extending the winter exhibit for several additional weeks because of low attendance as a result of the weather.

Discussion ensued as to the impact of the loss of the off track betting funds. It was decided to wait until the next budget meeting on March 13th to see if there are any developments in this matter.

FITNESS CENTER

Director Barron reported that Mr. Mulford is working on sponsorships for the 5k race. Costco is interested in providing sports drinks and bagels or muffins for the race in exchange for securing a corporate membership. Director Barron is going to visit Costco with the new marketing person.

PARKS DEPARTMENT

Mr. White and Director Barron interviewed a person today for the part time maintenance position who would be very good. A background and reference check need to be done.

MARKETING

Director Barron reported that Amy Sarrata has left and Ms. Barron has hired an independent contractor for the marketing position who is going to come up with a marketing plan for each facility. Jeannice Gagnon is finishing the brochure and it will be going to the printer on Monday.

ADMINISTRATION

Director Barron received information on a legislative conference on April 1st and 2nd. The commissioners want Director Barron to attend this conference.

Director Barron has a proclamation for Mr. Parente which needs to be forwarded to him.

ADJOURNMENT

Motion to adjourn at 9:45 p.m. made by Commissioner Cizek; Second: Commissioner Lugo; Ayes: 5; Nays: 0; Abstentions: 0.

Roger Sweitzer

Maryann Neffke