

Minutes

January 21, 2010

Minutes of a regular meeting of the Board of Commissioners of the Oakbrook Terrace Park District, 1S325 Ardmore Avenue, Oakbrook Terrace, DuPage County, Illinois.

CALL TO ORDER

President Sweitzer called the meeting to order at 7:05 p.m.

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

Commissioners absent from the meeting: None.

Others present: Deanne Gust; Laura Barron, Director of Parks and Recreation; Liane Knight, Nature Center Superintendent; Tim Reinbold, Superintendent of Recreation; Lauri Bauer, Recording Secretary.

MINUTES

Approval of the minutes of the October 22, 2009 Regular Meeting, as amended. Motion to approve: Commissioner Cizek; Second: Commissioner Flanagan. Ayes: 5, Nays: 0, Abstentions: 0.

Approval of the minutes of the November 19, 2009 Regular Meeting, as amended. Motion to approve: Commissioner Cizek; Second: Commissioner Lugo. Ayes: 5, Nays: 0, Abstentions: 0.

Approval of the minutes of the December 3, 2009 Special Meeting, as amended. Motion to approve: Commissioner Cizek; Second: Commissioner Flanagan. Ayes: 5, Nays: 0, Abstentions: 0.

NEDSRA

Director Barron reported that the next NEDSRA meeting is February 3, 2010.

FINANCIAL

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

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

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

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

LEGAL

Director Barron reported that she discussed the copier leases with Mr. Hoppa and he approved moving the leases to the capital budget. This has also been approved by the auditor.

OLD BUSINESS

Krilich Property

Director Barron reported that she spoke with Mr. Wilcox. There is one count remaining in the lawsuit which will be addressed in February. Mr. Wilcox needs to contact York Center Park District after which he will contact Director Barron.

Sporting Activities

Planning is underway for the spring. A wiffle ball tournament is being planned in conjunction with York Center Park District. There is not much else right now due to the winter weather.

Mr. Reinbold addressed the Polar Express event held in December. Next year, there will be two Polar Express events. Commissioner Neffke suggested an event with Santa or other type of event for the holiday season in addition to Polar Express.

Mr. Reinbold addressed the participant letter regarding Polar Express. A summary of the program evaluations from Polar Express was also distributed. Director Barron and Mr. Reinbold will bring photographs from Polar Express to the next meeting.

Ardmore Avenue Extension

Director Barron has been checking the agendas for the City and there has not been anything on the Ardmore Avenue Extension. On January 27, there will be an IDOT meeting in Lisle which Director Barron and Commissioner Neffke will attend.

Employee Manual

Director Barron addressed Sections 1.4 through 1.10 of the Employee Manual.

Upon motion made by Commissioner Cizek, seconded by Commissioner Lugo, Sections 1.4 through 1.10 of the Employee Manual are approved. The motion passed with 5 votes in favor, no votes in opposition and no abstentions from voting.

Director Barron is working to establish a relationship with an Occupational Health Clinic to provide treatment for work injuries, pre-placement physicals, as well as drug and alcohol testing as needed by the District.

Commissioner Flanagan asked Director Barron to check on the need for CDL drivers' licenses.

Director Barron is working on Department Manuals with department heads in conjunction with PDRMA requirements.

Culvert

Director Barron distributed an email from Engineering Resource Associates which described the various alternatives for repairing the culvert. President Sweitzer asked for pricing for alternatives 1 and 2. Director Barron will contact John Mayer for a written report for the next meeting.

Discussion ensued regarding a scoreboard at Terrace View Park.

NEW BUSINESS

IAPD Membership

Director Barron reported that an invoice was received for the IAPD membership in the amount of approximately \$4,500. Director Barron would like to discontinue the IAPD membership and the Commissioners were in agreement to discontinue this membership.

Budget Meetings

Director Barron suggested Budget meetings for February 18th and March 18th. President Sweitzer requested a list from each department of items in this budget, not in last year's as well as those items not in this budget but were included last year. If a third budget meeting is needed, it will be held on April 8th.

Commissioner Neffke asked if budget presentations will include participation reports. Director Barron indicated that fall programs and membership information will be

available for the February board meeting. Summer was previously completed and distributed.

Commissioner Neffke asked about online registration. Director Barron indicated that Mike Bocker is looking into the online registration when she spoke with him last week.

REPORTS

Recreation

Mr. Reinbold reported that the theatre usage is being utilized a great deal. Mr. Reinbold will speak with Lt. Shehee regarding National Night Out plans.

Summer planning is underway.

Lake View Nature Center

Ms. Knight reported that the Shark Exhibit starts February 2nd. This year, additional offerings which will allow participants to make a shark tooth necklace and a craft. Ms. Knight has sent correspondence inviting various school programs to the Shark Exhibit.

There is a new chipmunk at the nature center named Tammy.

Fitness Center

Director Barron did not have anything to add to Mr. Mulford's written report. Commissioner Flanagan asked about a fitness program that his neighbor already teaches at the Elmhurst YMCA. There were some scheduling difficulties but Director Barron will check with Mr. Mulford.

Parks

There was a problem with some of the windows and with the flat roof which are being addressed.

Mr. White is on vacation this week. His written report was included with the board package. An inventory is being done and a Parks Department Manual is currently being developed in addition to the regular Parks activities.

There is a snow blower which is not being utilized. There is an individual interested in purchasing.

Upon motion made by Commissioner Neffke, seconded by Commissioner Lugo, Director Barron can sell the snow blower to anyone, in an amount not less than \$300.00. The

motion passed with Commissioners Flanagan, Cizek, Neffke, Lugo and Sweitzer voting in favor. There were no votes in opposition and no abstentions from voting.

Marketing

Ms. Long is doing an excellent job and is currently working on donations for the Winter Celebration. She has also prepared a newsletter and is working on various ads.

Administration

Director Barron reported that IPRA has reported a five per cent decrease in attendance at the state conference.

OPEN DISCUSSION

None.

OLD BUSINESS

Commissioner Cizek reported that Mrs. Parente delivered Mr. Parente's hat to Mr. Cizek to be placed as a remembrance, near the theatre entrance.

ADJOURNMENT AND NEXT MEETING

The Budget Meeting will be February 18, 2010 at 7:00 p.m.

The next regular meeting will be February 25, 2010 at 7:00 p.m.

Motion to adjourn at 8:55 p.m. by Commissioner Flanagan, seconded by Commissioner Lugo, and approved by all.

Roger Sweitzer, President

Maryann Neffke, Secretary