

Oakbrook Terrace Community Park District

1S325 Ardmore Avenue, Villa Park, IL 60181

Minutes

April 23, 2019

Minutes of the regular Board of Commissioners of the Oakbrook Terrace Community Park District held on April 23, 2019 at 7:00PM held at the Heritage Center, 1S325 Ardmore Avenue, Villa Park, IL 60181.

CALL TO ORDER

President Sweitzer called the meeting to order at 7:00PM

Roll Call: Commissioner Cizek, Commissioner Flanagan, Commissioner Lugo, Commissioner Neffke, Commissioner Sweitzer

Commissioner absent: None

Staff Present: Cathy Fallon, Executive Director, Antonio Washington, Business Manager, Shannon

Guests: Janet Ivan

MINUTES OF PREVIOUS MEETING

Motion to approve minutes of March 26, 2019 made by Commissioner Flanagan, second Commissioner Cizek, no votes in abstention and no votes in opposition, motion carried.

PUBLIC COMMENT: NONE

FINANCIAL REPORTS

- Financial Statements and Profit Loss Report – Motion to approve financial statements and profit loss report made by Commissioner Lugo, second by Commissioner Flanagan, no votes in abstention nor opposition, motion to approve passed.
- Motion to approve March 2019 disbursements made by Commissioner Flanagan, second by Commissioner Lugo with no votes in abstention nor opposition, motion passed.
- Capital: Needed to update electrical panel.

NEDSRA

Refer to NEDSRA report regarding Registration Software, Jeena Greenwalt Scholarship, Special Olympics, Day Camp, Youth and Schools, Adult Programming, Building Work, Marketing and fund development, Brochure, and Upcoming events.

LEGAL

Attorney Rosenzweig has been reaching out to follow up with the attorney for ELANAR and has not heard back from them. Director Fallon will be constructing a draft of a letter to PRI regarding reimbursement for landscaping of Heritage Park as it was his responsibility to get the performance bonds and have it available for Board approval at the May meeting.

Attached is an article from Shawn regarding the importance of having Certificates of Insurance.

OLD BUSINESS

- **Krilich Property** - Director Fallon met with Jason Wilkins, property manager at Lakeside of Oakbrook to discuss the park district's request for planting of trees and willingness to correct the damage created by construction. He will go to the owners of the properties to see what they are willing to provide.
- **Heritage Park Redevelopment**: Director Fallon has been in contact with two or more landscape companies for quotes on necessary work before going to bid.
- **Dorothy Drennon Park**: Two interviews with landscape architects have been scheduled.
- **Communications with the City of Oakbrook Terrace**: There is attached correspondence. Park district was approached by a resident regarding a parade for the 4th of July. There was a discussion on the need for certificate of insurance to be obtained before using the parks for events. Director Fallon was advised by the Board to not initiate further correspondence regarding the parade for the 4th of July. The matter should be handled by the City of Oakbrook Terrace.
- **Approval of the 2019-2020 Budget and Appropriations**
Motion to approve the budget and appropriation document made by Commissioner Cizek and second by Commissioner Flanagan. No votes in opposition nor abstention, motion was approved.

NEW BUSINESS

See attached memo for air handler bid. Motion to approve MG mechanical not to exceed \$45,100 provided they get their references made by Commissioner Neffke, second by Commissioner Flanagan, no votes in opposition nor abstention, motion passed.

Attached is updated policy for the employee manual about smoking and match usage on property. Motion to approve the ordinance prohibiting smoking and match use on park district property for the Oakbrook terrace Park District made by Commissioner Lugo, second by Commissioner Flanagan, no votes in opposition nor abstention motion approved.

Motion to approve smoking policy for employee handbook made by Commissioner Lugo, second by Commissioner Flanagan. No votes in opposition nor abstention, motion approved.

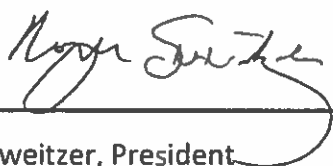
DEPARTMENT REPORTS

- Mr. Hoblit's report is included
- Fitness: Mr. Treichel's report is included
- Superintendent Bell's report is included
- Recreation Superintendent Elsey's report is included
- MS Stirmell's report is included
- Nature Center: MS Saletta's report is included
- MS Horan's marketing report is included
- Administration: Refer to Director Fallon's reports throughout meeting.

NEXT MEETING *Regular Meeting May 28, 2019 @7:00PM*

ADJOURNMENT

Motion to approve adjournment of regular meeting made by Commissioner Flanagan, second by Commissioner Neffke, no votes in abstention nor opposition, motion to adjourn passed. Motion to enter Executive Session to discuss personnel at 8:45 made by Commissioner Neffke and second by Commissioner Lugo no votes in opposition nor abstention motion. Motion to adjourn executive session and enter regular board meeting at 9:13PM made by commissioner Lugo, second by commissioner Flanagan no votes in opposition nor abstention motion carried. Motion to adjourn meeting made by commissioner Lugo second by Commissioner Neffke, motion to adjourn carried. Meeting adjourned at 9:15: PM.



Roger Sweitzer, President



Maryann Neffke, Secretary