

**Oakbrook Terrace Community Park District
15325 Ardmore Avenue
Oakbrook Terrace, IL 60181
February 26, 2025
Minutes**

Minutes of the regular Board of Commissioners of the Oakbrook Terrace Community Park District held February 26, 2025

Call to Order: President Sweitzer called the meeting to order at 6:30pm

Roll Call: Commissioner Berkshire, Commissioner Joy, Commissioner Rispens, Commissioner Sweitzer

Commissioner Absent: Commissioner Lugo

Staff Present: Shannon Elsey, Executive Director; Patrick Manieri, Superintendent of Parks & Facilities; and Lauren Jevaney, Superintendent of Recreation

Guests: Dave Brown

PUBLIC COMMENT

Park District resident, Dave Brown, spoke about a non-profit organization that he and a group of dedicated residents recently founded. The goal of the non-profit is to help provide new funding opportunities to both Oakbrook Terrace Park District and York Center Park District, in addition to bringing together the various municipalities that serve the Oakbrook Terrace community.

BOARD COMMUNICATIONS

Commissioner Rispens was approached by a resident concerning future uses of the Fitness Center. She asked if the Park District would consider bringing in a consulting firm to help determine the best long-term plan for the facility. Director Elsey stated that before the future of the facility is discussed, the Park District should work with the City of Oakbrook Terrace to extend the lease of Terrace View Park since the Fitness Center sits on that land. Additionally, Director Elsey mentioned that the Park District has not undergone a comprehensive master plan in many years, and this process would help to guide future uses of the Fitness Center once we are ready to hire a firm and begin that process.

MINUTES OF PREVIOUS MEETING

Motion to approve minutes from January 2025 made by Commissioner Rispens, second by Commissioner Joy, one vote in abstention, none in opposition, minutes approved.

FINANCIAL REPORTS

Motion to approve financial statements from January 2025 made by Commissioner Berkshire, second by Commissioner Rispens, no votes in abstention nor opposition, motion approved.

Motion to approve profit and loss report from January 2025 made by Commissioner Rispens, second by Commissioner Berkshire, no votes in abstention nor opposition, motion approved.

Motion to approve disbursements for January 2025 made by Commissioner Rispens, second by Commissioner Berkshire, no votes in abstention nor opposition, motion approved.

Transition to Old Second National Bank

The Park District opened a business money market account with Old Second National Bank on October 7th. We made an initial deposit of \$1,600,000 on October 10th with plans to transition the final funds that remain in our four Evergreen Bank accounts. Those accounts should be closed shortly.

Capital: Refer to Capital update report by Director Elsey.

NEDSRA

Refer to Director Elsey's report.

LEGAL

Refer to Director Elsey's report regarding communication with legal about outstanding tax rate objections.

OLD BUSINESS

Refer to Director Elsey's report regarding park maintenance at Dorothy Drennon Park.

NEW BUSINESS

The Board discussed the proposed Policy Update: 2.1 Compensation Program. Prior to approving, the Board would like to amend the proposed policy to ensure that annual increases reflect merit increases rather than static wage increases and are based on each employee's performance. The updated policy will be presented to the Board for approval at the March 2025 board meeting.

Motion to approve funding the Nature Center building project under general repairs and improvements for the Nature Center building (76-763) made by Commissioner Rispens, second by Commissioner Berkshire, no votes in abstention nor opposition, motion approved. Roll call approved.

Motion to approve the two-year planned service maintenance agreement with F.E. Moran in the amount of \$22,840 as outlined in the proposal from F.E. Moran Mechanical Services made by Commissioner Rispens, second by Commissioner Berkshire, no votes in abstention nor opposition, motion approved. Roll call approved.

Director Elsey shared a preliminary proposal that she received from Administrative Consulting Specialists, LLC, a consulting company that specializes in grant writing and administrative projects for municipalities. Hiring a consulting company like Administrative Consulting Specialists, LLC may be advisable if the Board would like to focus efforts on applying for more grants and completing more administrative projects.

REPORTS

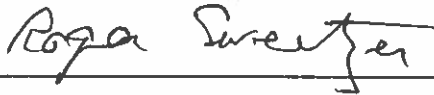
- Refer to Parks board report by Superintendent Manieri
- Refer to Recreation/Fitness/Marketing board report by Superintendent Jevaney
 - Includes contributions by Recreation & Fitness Manager, Mary Swade; Rentals & Customer Experience Supervisor, Alesha Reed; Nature Center Supervisor, Laura Saletta; and Marketing Coordinator, Jen Cremerius

EXECUTIVE SESSION

NEXT MEETING: Regular Meeting – March 26, 2025 @ 6:30pm

ADJOURNMENT:

Motion to adjourn regular board meeting made by Commissioner Berkshire, second made by Commissioner Rispens, no votes in abstention nor opposition, meeting adjourned at 7:57pm.



Roger Sweitzer, President



Susan Lugo, Secretary (Shannon Elsey, Interim Recording Secretary/Executive Director)