

**Oakbrook Terrace Community Park District
15325 Ardmore Avenue, Villa Park, IL 60181**

**Meeting Minutes
from January 22, 2019**

Minutes of the regular Board of Commissioners of the Oakbrook Terrace Community Park District held on January 22, 2019 at 7:00PM held at the Heritage Center, 15325 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 Sweitzer

Commissioner absent: Commissioner Lugo, Commissioner Neffke

Staff Present: Cathy Fallon, Executive Director, Tom Bell Superintendent of Facility Operations and Antonio Washington, Business Service Coordinator, Shannon Elsey, Superintendent of Recreation.

Guests: none

MINUTES OF PREVIOUS MEETING

Motion to approve minutes of November 27, 2018 was tabled until the February 26, 2019 Board of Commissioners meeting.

PUBLIC COMMENT

None

FINANCIAL REPORTS

- Financial Statements and Profit Loss Report – Motion to approve financial statements and profit loss report made by Commissioner Flanagan, second by Commissioner Cizek, no votes in abstention nor opposition, motion to approve passed.
- Motion to approve November and December 2018 disbursements made by Commissioner Cizek, second by Commissioner Flanagan, with no votes in abstention nor opposition, motion passed.
- Capital: Purchases Reviewed
- Update to the Per Diem Policy- Motion to approve updates to the per diem policy made by Commissioner Flanagan, second by Commissioner Sweitzer, no votes in abstention nor opposition, motion to approve passed.
- Update to the Capital Project Plan-Motion to approve updates to the Capital Project Plan, the Cedar room renovations approval pending plans from staff made by

Commissioner Flanagan, second by Commissioner Sweitzer, no votes in abstention nor opposition, motion to approve passed.

- Quote for the purchase of financial software- The board was given information about financial software the staff will be purchasing.

NEDSRA

Refer to NEDSRA report regarding replacement of two HVAC units and the Golf Classic in May. Staff will be meeting with NEDSRA to assist in the BBQ Bash hosted by NEDSRA.

LEGAL

The Board of Commissioners were presented with a release from Design Perspectives. Additionally, the Park District was made aware that ELANAR construction had filed for bankruptcy, attorney Rosenzweig will be contacted.

OLD BUSINESS

- Krilich There have been no new developments with the construction. Commissioner Cizek has requested written reports be done of the path inspections. Tom Bell will continue to review periodically for drainage issues, will need significant rain to make judgements.
- Heritage Park Redevelopment: This project is awaiting direction from attorney Rosenzweig.
- Dorothy Drennon Park: Contract for Landscape Architect Services-Planning Resources Inc. presented the Board of Commissioners with an updated quote for services for Dorothy Drennon park restoration. At this time a Motion to terminate the current contract with Planning Resources Inc made by Commissioner Sweitzer, second by Commissioner Cizek, no votes in abstention nor opposition, motion to approve passed. Motion to reject the updated contract provided by Planning Resources Inc for architect services for the restoration of Dorothy Drennon Park, made by Commissioner Flanagan, second by Commissioner Cizek, no votes in abstention nor opposition, motion to approve passed.
- Communications with the City of Oakbrook Terrace: none

NEW BUSINESS

- Reclassification of Position: The staff provided information to the Board of Commissioners as to what the need would be for the reclassification of a position from Exempt to Non-Exempt based on the FSLA.

DEPARTMENT REPORTS

- Mr. Hoblit's report is included
- Fitness: Mr. Treichel's report is included

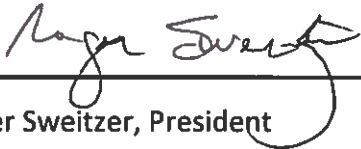
- Superintendent Bell's report is included
- Recreation Superintendent Elsey's report is included
- Ms. Stirmell's report is included
- Nature Center: Ms. Saletta's report is included
- Superintendent Elsey's marketing report is included
- Administration: Refer to Director Fallon's reports throughout meeting. Commissioner made a request to highlight new items as well as removals in the budget plan.

NEXT MEETING *Regular Meeting February 26, 2019 @7:00PM*

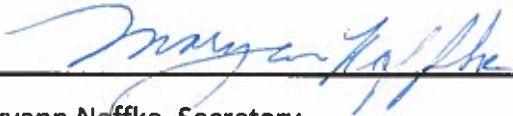
ADJOURNMENT

Motion to approve adjournment of regular meeting made by Commissioner Flanagan, second by Commissioner Cizek no votes in abstention nor opposition, motion to adjourn passed.

Meeting adjourned at 8:25 PM



Roger Sweitzer, President



Maryann Neffke, Secretary