

**Oakbrook Terrace Community Park District  
15325 Ardmore Avenue  
Oakbrook Terrace, IL 60181  
March 18, 2026  
Minutes**

Minutes of the regular meeting of the Oakbrook Terrace Community Park District Board of Commissioners held March 18, 2026

**Call to Order:** Vice President Berkshire called the meeting to order at 6:41pm

**Appointment of President Pro Tempore**

Motion to appoint Commissioner Berkshire as President Pro Tempore made by Commissioner Rispens, second by Commissioner Joy, no votes in abstention nor opposition, motion approved.

**Appointment of Secretary Pro Tempore**

Motion to appoint Commissioner Joy as Secretary Pro Tempore made by Commissioner Berkshire, second by Commissioner Rispens, no votes in abstention nor opposition, motion approved.

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

**Commissioner Absent:** Commissioner Lugo, Commissioner Sweitzer

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

**Guests:** Dan Flanagan and Leo Velazquez, Accounting Associate for Lauterbach & Amen

**PUBLIC COMMENT**

None

**BOARD COMMUNICATIONS**

At the February board meeting, Commissioner Berkshire shared that a resident recently inquired about potential benefits for veterans at the Park District's Fitness Center. Since that meeting, the Park District has added a new Fitness Center membership rate for veterans in our community. The veteran membership rate is \$15.99 a month, and all that is required to sign up is proof of service.

**MINUTES OF PREVIOUS MEETING**

Motion to approve minutes from February 2026 made by Commissioner Joy, second by Commissioner Rispens, no votes in abstention nor opposition, minutes approved.

## **FINANCIAL REPORTS**

Motion to approve financial statements from February 2026 made by Commissioner Rispens, second by Commissioner Joy, no votes in abstention nor opposition, motion approved.

Motion to approve profit and loss report from February 2026 made by Commissioner Rispens, second by Commissioner Joy, no votes in abstention nor opposition, motion approved.

Motion to approve disbursements for February 2026 made by Commissioner Rispens, second by Commissioner Joy, no votes in abstention nor opposition, motion approved.

**Capital:** Refer to Capital update report by Director Elsey.

## **NEDSRA**

Refer to Director Elsey's report.

## **LEGAL**

Refer to Director Elsey's report.

## **OLD BUSINESS**

The Park District will postpone approving any restoration proposal until a lease extension or renewal for Terrace View Park has been finalized with the City of Oakbrook Terrace. Director Elsey has been working with Hey & Associates to develop alternative shoreline restoration designs and cost estimates to ensure all options are thoroughly evaluated.

Preliminary meetings have been held with the City, and the Park District formally presented a lease extension to the City Council at its October 28<sup>th</sup> meeting. Following that presentation, the District met once more with City representatives, and the Council subsequently revisited the matter.

The City of Oakbrook Terrace has expressed interest in extending the lease with the Park District but has indicated a preference to limit the extension to an additional 30 to 40 years beyond the remaining 14 years of the current term. The Park District has asked the City to reconsider a longer extension to more closely align with the District's original request of 60 to 99 years.

Director Elsey will attend the March 24<sup>th</sup> City Council meeting to further explain the District's interest in a longer lease term and to discuss potential long-term plans beyond the immediate shoreline needs.

## **NEW BUSINESS**

The Park District proposed three year-end fund transfers prior to the close of FY 2025-26 to ensure the District is in compliance with its fund balance policy. Motion to approve one-time transfer of funds from the Corporate Fund to the Audit Fund (\$5,000), Corporate Fund to the IMRF Fund (\$15,000), and the Recreation Fund to the Special Recreation Fund (\$20,000) prior

to the end of FY 2025-26 made by Commissioner Rispen, second by Commissioner Joy, no votes in abstention nor opposition, motion approved. Roll call approved.

The FY 2026-27 budget was presented. In addition to Director Elsey sharing a presentation regarding high-level budget topics and major changes from the FY 2025-26 budget, Leo Velazquez from Lauterbach & Amen was present to answer questions. The proposed budget and Budget & Appropriations Ordinance are slated to be approved at the April board meeting.

Director Elsey shared the results of the District's recent compensation analysis, which was completed by HR Source. The analysis confirmed that while all employees are currently paid within their respective salary ranges, there are several employees who fall on the lower end of their pay range when considering factors such as performance, skills, experience, and tenure. The District will utilize the Target Market Rate graphic provided by HR Source to guide decisions regarding potential market and/or equity adjustments.

Motion to approve the contract for the Lake View Nature Center men's and women's restroom project with Crockett Construction, Inc. in the amount of \$93,417.00 made by Commissioner Berkshire, second by Commissioner Rispen, no votes in abstention nor opposition, motion approved. Roll call approved.

Motion to approve the installation of a mechanized gate at the Terrace View Park/Maintenance Garage by Illinois Gate Solutions in an amount not to exceed \$30,000 made by Commissioner Rispen, second by Commissioner Joy, no votes in abstention nor opposition, motion approved. Roll call approved. This amount should include the purchase and installation of barriers between the parking lot and the Terrace View Park playground. These barriers may be procured in conjunction with the gate (quoted at \$21,684.05) or separately, provided the total project cost does not exceed \$30,000.

Motion to approve quote by Common Sense Turf Management (CS Turf) for fertilization of our parks at a cost not to exceed \$16,800.00 made by Commissioner Rispen, second by Commissioner Joy, no votes in abstention nor opposition, motion approved. Roll call approved.

## **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, Jen Saylor; Nature Center Manager, Kate Johns; Rentals & Customer Experience Supervisor, Alesha Reed; and Marketing Coordinator, Jen Cremerius

## **EXECUTIVE SESSION**

At 9:10pm, Commissioner Berkshire requested a motion to adjourn the regular board meeting and enter executive session in accordance with Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of

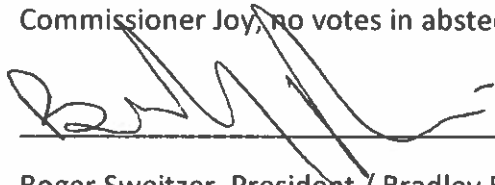
specific employees. Motion made by Commissioner Rispens, second by Commissioner Berkshire, no votes in abstention nor opposition, motion approved.

At 9:58pm, Commissioner Berkshire made a motion to adjourn executive session and enter the regular board meeting, second by Commissioner Rispens, no votes in abstention nor opposition, motion approved.

**NEXT MEETING:** Regular Meeting – April 15, 2026 @ 6:30pm

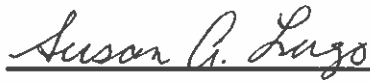
**ADJOURNMENT:**

Motion to adjourn regular board meeting made by Commissioner Rispens, second made by Commissioner Joy, no votes in abstention nor opposition, meeting adjourned at 10:00pm.



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Roger Sweitzer, President / Bradley Berkshire, Vice President



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Susan Lugo, Secretary