

**Oakbrook Terrace Community Park District**  
**15325 Ardmore Avenue,**  
**Oakbrook Terrace, IL 60181**  
**September 23, 2024**  
**Minutes**

Minutes of the regular Board of Commissioners of the Oakbrook Terrace Community Park District held September 23, 2024

**Call to Order:** President Sweitzer called the meeting to order at 7:00pm

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

**Commissioner Absent:** None

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

**Guests:** Daniel Flanagan

**PUBLIC COMMENT**

A resident approached one of our Board members and said there was someone smoking marijuana in the park. Director Elsey mentioned that there is signage in our parks stating that all Park District properties, including parks, are smoke free. There was concern that Park District vehicles are going past the speed limit through the Oakbrook Terrace neighborhoods. Commissioner Lugo mentioned the possibility of paving the path from the Fitness Center to the park to make it more ADA accessible.

**BOARD COMMUNICATIONS**

None

**MINUTES OF PREVIOUS MEETING**

Motion to approve minutes from August 2024 made by Commissioner Lugo, second by Commissioner Rispens, one vote in abstention, no votes in opposition, minutes approved.

**FINANCIAL REPORTS**

Motion to approve financial statements from August 2024 made by Commissioner Berkshire, second by Commissioner Rispens, no votes in abstention nor opposition, motion approved.

Motion to approve profit and loss report from August 2024 made by Commissioner Berkshire, second by Commissioner Rispens, no votes in abstention nor opposition, motion approved.

Motion to approve disbursements for the month of August 2024 made by Commissioner Berkshire, second by Commissioner Rispens, no votes in abstention nor opposition, motion approved.

**Transition to Old Second National Bank:** At the August board meeting, the Board of Park Commissioners approved the transition of banking institutions from Evergreen Bank to Old Second National Bank. Director Elsey and Lauterbach & Amen staff, Eric Nelessen, met with staff from Old Second National Bank to begin the process of opening an account with Old Second National Bank. Once that account is established, the Park District will work with Evergreen Bank to transfer funds from the four existing Evergreen Bank accounts.

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

#### **NEDSRA**

Refer to Director Elsey's report.

#### **LEGAL**

The Park District's legal counsel reviewed the contract for the Heritage Center boiler replacement project.

#### **OLD BUSINESS**

Motion to approve the audit report for FY 2023-24 made by Commissioner Berkshire, second by Commissioner Rispens, no votes in abstention nor opposition, motion approved. Roll call approved.

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

#### **NEW BUSINESS**

Motion to approve the contract for the Heritage Center boiler replacement project with F.E. Moran, Inc. Mechanical Services in the amount of \$140,875.00 made by Commissioner Rispens, second by Commissioner Berkshire, no votes in abstention nor opposition, motion approved. Roll call approved.

Park District staff proposed a staged renovation of the Park District's Cedar Room, located at the Heritage Center. Superintendent Manieri would serve as the general contract from the project, which has an anticipated budget of up to \$125,000. The Board would like to see more detailed plans for the renovation and quotes for the project components, as well as an outline of what projects/events/rentals could take place in the space if it is renovated. This information will be shared at the October board meeting.

The Board discussed a preferred meeting day/time in advance of receiving the proposed 2025 Board of Commissioners meeting calendar at the October board meeting. The Board has agreed to meet on the fourth Wednesday of the month at 6:30pm in 2025.

## REPORTS

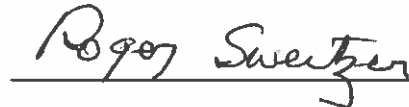
- Refer to Parks board report by Superintendent Manieri
- Refer to Recreation/Fitness/Marketing board report by Superintendent Jevaney
  - Includes contributions by Recreation & Fitness Manager, Mary Swade; Rentals & Customer Experience Supervisor, Alesha Reed; Nature Center Supervisor, Laura Saletta;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

## EXECUTIVE SESSION

**NEXT MEETING:** Regular Meeting – October 22, 2024 @ 7:00pm

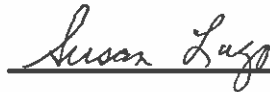
## ADJOURNMENT:

Motion to adjourn regular board meeting made by Commissioner Rispens, second made by Commissioner Berkshire, no votes in abstention nor opposition, meeting adjourned at 8:55pm.



---

Roger Sweitzer, President



---

Susan Lugo, Secretary