

Minutes
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
October 16, 2023 – 6:30 p.m.
Canterberry Room

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL

Vice President Suleiman called to order the regular meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:30 p.m. Commissioners Gondek, Vescovi, and Vice President Suleiman answered "present." Also present in the Canterbury Conference Room were Laure L. Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Katie Basile, Director of Recreation and Facilities; and Bob Johnson, Director of Parks and Planning. Commissioner Ivkovic Kelley entered at 6:31 p.m.

2. OPEN FORUM

Vice President Suleiman asked if there were any public comments. No one addressed the Board.

3. CONSENT AGENDA

- a. APPROVAL OF THE OCTOBER 16, 2023 AGENDA
- b. APPROVAL OF MINUTES
 - i. September 18, 2023 Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING SEPTEMBER 30, 2023
 - i. Warrant 677

Motion: Commissioner Gondek made a motion, seconded by Commissioner Vescovi, to approve taking a single omnibus vote on the Consent Agenda as presented.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Vescovi, and Vice President Suleiman

Nays: None

Absent: President Knitter

There was no additional discussion and the motion passed by roll call vote.

Motion: Commissioner Gondek made a motion, seconded by Commissioner Vescovi, to approve the Consent Agenda, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Vescovi, and Vice President Suleiman

Nays: None

Absent: President Knitter

4. STAFF RECOGNITION

- a. Steven Nemitz, Family Recreation Center Facility Maintenance Manager

The Board welcomed Steven.

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications.

Vice President Suleiman thanked the Oak Brook Park District for having the Halloween Trick or Treat Trail. As a parent she appreciated that the program was brought inside.

Commissioner Ivkovic Kelley noted that the NRPA conference in Dallas went well.

Vice President Suleiman added that it was very well organized.

Vice President Suleiman inquired about the designs for Central Park West.

Mr. Bob Johnson walked through the layout and explained the restroom concept. The women's restroom will be converted into two individual inclusive restrooms accessible only from the outside. The men's restroom will be converted into four individual inclusive restrooms. These inclusive restrooms will only be accessible from the inside of the building.

Mr. Johnson added that there will be automatic door openers at the front door.

- b. Presentation of the Annual Comprehensive Financial Report for the fiscal year ended April 30, 2023, by Lauterbach and Amen, LLP

A Lauterbach and Amen, LLC representative reviewed the comprehensive report with the Board of the Commissioners.

6. REPORTS:

- a. Communications, IT, and Administration Report

Dr. Laure Kosey presented her report, which can be found in the Park District's records.

Dr. Kosey stated that the Tennis Center is doing well. The Tennis Center hosted competitors at the Junior tournament.

Dr. Kosey reported a new anticipated completion date for Central Park North is recommended. With grant filings a change order is needed for the completion date.

Dr. Kosey reported on the Objectives and Key Results initiative.

Dr. Kosey stated that the Sensory Sensitivity programs have started. First Wednesday of each month the Aquatic Facility will shut down all water features to create a calm atmosphere for participants with sensory sensitivities.

Dr. Kosey reported adaptive tennis has begun. The Gateway Special Recreation Association will also bring in more adaptive programs.

Vice President Suleiman communicated that Oak Brook Park District Park District may be the only one that has an adaptive tennis program.

Commissioner Ivkovic Kelley stated that the Tennis Center enrichment programs are great. Additional staff may be needed in the future.

Vice President Suleiman stated that the program staff could address limited class space by running inclusion programs during non-peak hours.

b. Finance & Human Resources Report

Mr. Marco Salinas presented his report, which can be found in the Park District's records.

Mr. Salinas reported on the last five months of the current fiscal year.

Mr. Salinas stated that the General, Recreation, and Tennis Center Funds' year-to-date revenues are in surplus. As Summer Programming ends and transfers are being done from the start of October to the end of the year, a decrease in net surplus will be experienced in the future.

c. Recreation & Facilities Report

Mrs. Katie Basile presented her report, which can be found in the Park District's records.

Mrs. Basile reported that the Get Better League was at capacity.

Mrs. Basile also reported that Aquatics Splash Island was closed for the season, Pumpkin Swim was sold out, Active Threat Drill was successful, and the Fire Drill will be upcoming.

Mrs. Basile concluded with announcing that fitness professionals have been hired.

d. Parks & Planning Report

Mr. Bob Johnson presented his report, which can be found in the Park District's records.

Mr. Johnson reported that due to the rain last week it was difficult to complete outdoor projects. However, Central Park North continues to progress well with the completion of the interior painting.

Mr. Johnson stated that the basketball courts at Chillem Park have been resurfaced.

Mr. Johnson reported that crack repairs have been completed on the pickleball courts at Central Park.

Mr. Johnson also reported that the winter lights preparation has started.

Mr. Johnson concluded with the "Oaktober" event, where Oak Brook Park District distributed 300 oak tree saplings and 300 small oak trees in just a few days.

7. UNFINISHED BUSINESS

- a. Revision Administrative Policies & Procedures Manual: Section 1.1. Rules of the Board of Park Commissioners, subsection I.G.1: Remote Attendance by Video or Audio Conference.

Motion: Commissioner Gondek made a motion, seconded by Commissioner Vescovi, to approve the Revision to the Administrative Policies & Procedures Manual: Section 1.1 Rules of the Board of Park Commissioners, subsection I.G.1: Remote Attendance by Video or Audio Conference.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Vescovi, and Vice President Suleiman

Nays: None

Absent: President Knitter

- b. Ordinance 23-1016: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings.

Motion: Commissioner Gondek made a motion, seconded by Commissioner Ivkovic Kelley, to approve Ordinance 23-1016: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Vescovi, and Vice President Suleiman

Nays: None

Absent: President Knitter

- c. Resolution 23-1017: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through July 31, 2023.

Motion: Commissioner Gondek made a motion, seconded by Commissioner Ivkovic Kelley, to approve Resolution 23-1017: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through July 31, 2023.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Vescovi, and Vice President Suleiman

Nays: None

Absent: President Knitter

8. NEW BUSINESS

- a. Approval of a Travel Expense for Commissioner Attendance at the 2023 IAPD/IPRA Annual Conference, January 25 - 27, 2024 at the Hyatt Regency Chicago.

Dr. Kosey invited the commissioners to attend the 2024 Illinois Association of Park Districts and Illinois Park and Recreation Association annual conference.

Dr. Kosey informed the commissioners to let her know by the next board meeting if they will attend.

Vice President Suleiman stated that the conference is a helpful introduction to those on the Board.

Dr. Kosey reported that she and staff members will be presenting at the conference.

- b. Amending Personnel Policy Manual Section 4.28: Work Related Expense Reimbursement

Dr. Kosey communicated that the staff is clarifying the policy concerning reimbursements for safety and non-safety apparel.

- c. Employee Health Insurance Contract.

Mr. Salinas stated that the Park District works with an agency to negotiate health insurance.

Dr. Kosey reported that the staff budgeted for a 10% increase for health insurance per year due to inflation.

- d. Resolution 23-1114: A Resolution Authorizing and Approving a Change Order Involving a Change in the Completion Date in the Contract with Integral Construction, Inc. for the Central Park Concession/Restroom/ Storage Building.

Dr. Kosey presented this information in her report.

- e. Resolution 23-1115: A Resolution Authorizing and Approving a Change Order Involving a Change in the Completion Date in the Contract with Integral Construction, Inc. for the Central Park Phase II Project.

Dr. Kosey presented this information in her report.

- f. Agreement with Kluber Architects + Engineers for the Central Park West Facility Renovations Project (***)Requires Waiving the Board Rules to Approve at this Meeting.)

Motion: Commissioner Gondek made a motion, seconded by Commissioner Ivkovic Kelley, to waive the Board Rules to approve at this meeting the agreement with Kluber Architects and Engineers for the Central Park West Facility Renovations Project.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Vescovi, and Vice President Suleiman

Nays: None

Absent: President Knitter

Motion: Commissioner Gondek made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Board Rules to approve at this meeting the agreement with Kluber Architects and Engineers for the Central Park West Facility Renovations Project for a total cost not-to-exceed \$39,625.

There was no additional discussion, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Vescovi, and Vice President Suleiman

Nays: None


Absent: President Knitter

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON NOVEMBER 13, 2023, 6:30 P.M.

Vice President Suleiman announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners would be held on November 13, 2023, at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Gondek made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the October 16, 2023, Regular Meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 7:18 p.m.



Dr. Laure L. Kosey, Executive Director