

**MINUTES**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**January 20, 2020 – 6:30 p.m.**  
**Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL

Vice President Tom Truedson called the meeting to order at 6:30 p.m. Commissioners Suleiman, Trombetta, Tan, and Vice President Truedson were present. President Sharon Knitter was absent. Also present were Laure Kosey, Executive Director, Marco Salinas, Chief Financial Officer, Dave Thommes, Deputy Director, and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

Vice President Truedson asked if there was anyone in the audience who wished to address the Board. Village Board Trustee John Baar said he is attending this meeting not on behalf on the Village Board – but he would like to express his gratitude over the partnership between the Park District and the Village for the operations of the Bath & Tennis Pool, Tennis and Soccer. He also said that the Village and the Park District have set a new course for a new partnership and it is for the benefit for the Village residents.

Vice President Truedson also agreed and stated that he thought President Knitter would also echo those same thoughts.

Amber Klimek with the Chicago Red Stars Soccer League asked how rentals of the fields are going to work in the future, especially with the Village fields being managed by the Park District. She also said she heard the Wizards and Illinois Girls Lacrosse have rented the fields.

Laure Kosey said she would be happy to talk with Amber tomorrow. Reservations for the fields will begin February 1. The Wizards and the Illinois Girls Lacrosse have entered in their contracts for field use, but there is still opportunity.

3. CONSENT AGENDA

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to approve taking a single omnibus vote on the consent agenda, as presented.

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

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson  
Nays – None  
Absent: President Knitter

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to approve the consent agenda as presented.

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

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson  
Nays – None  
Absent: President Knitter

- a. APPROVAL OF JANUARY 20, 2020 AGENDA
- b. APPROVAL OF MINUTES
  - i. December 16, 2019 Regular Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING DECEMBER 31, 2019
  - i. Approval of Warrant No. 631

4. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications

Commissioner Trombetta asked staff about the PA System and the music issue in the Fitness Center.

Mr. Dave Thommes said that he was not aware of the problem and will check into it.

5. STAFF RECOGNITION

- a. Brian DeWolf, Recreation Manager - Athletics

Mr. Thommes introduced Brian DeWolf, new Recreation Manager of Athletics, who had joined the Park District a few weeks ago. Mr. Thommes noted Mr. DeWolf's Bachelor's Degree of Recreation from the University of Illinois in which Mr. DeWolf had graduated with honors. Mr. Thommes complimented Brian DeWolf for quickly handling the soccer field requests as his first assignment.

The Board welcomed Mr. DeWolf.

6. REPORTS:

- a. Administrative, IT, and Marketing Report

Ms. Laure Kosey presented her report, which can be found in the Park District Records. She said the Board would be discussing the Sports Core management by the Park District as well as the LED athletic field lighting later this meeting. Also, on the agenda is the Market Based Salary range adjustment. This annual adjustment is recommended by HR Source, formerly known as Management Association of Illinois. The recommendation is for a 2% market adjustment increase over May 1, 2019.

Ms. Kosey also reported the District has been ramping up its social media with Katie Garret, Marketing and Communications Manager, on board.

- b. Finance & Human Resources Report

Mr. Marco Salinas presented his report, which can be found in the Park District records. He noted the District's three largest funds continue to have surplus. The District will have two large debt payments in March and April. Mr. Salinas also noted the mailing of the W2 forms. Additionally, Finance and HR recently conducted a community service effort in which 182 coats were donated by the community for a coat drive.

Mr. Salinas also noted the District was awarded a \$400,000 grant from the Illinois Department of Natural Resources, Open Space Land Acquisition and Development (OSLAD) Grant.

Ms. Kosey said the grant is a 50/50 matching grant and will be used for the Central Park North projects.

c. Recreation & Facilities Report

Mr. Dave Thommes presented his report, which can be found in the Park District records.

Mr. Thommes reported that Central Park West is currently closed for the HVAC improvement project. The HVAC unit will be shipped on February 3. It is anticipated that Central Park West will reopen the second week in March.

Mr. Thommes also reported the District is shutting down the lap pool for a few hours to repair a leak in the surge tank.

d. Parks & Planning Report

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

Mr. Johnson reported that the ice rink opened today, however, there are a few rough spots on the ice as the ice was walked on while it was freezing. The parks staff will repair the rough spots in the ice.

The Winter Tree Service has been completed. Mr. Johnson noted that it is more effective to do the tree removal in the winter.

Mr. Johnson noted the District is still in the permitting process for Central Park North project. Because the District was not awarded the tourism grant, we had to revise our permitting process.

7. UNFINISHED BUSINESS

a. Resolution 19-1217: A Resolution Approving an Intergovernmental Agreement for Sports Core Management Services Between the Village of Oak Brook and the Oak Brook Park District

Motion: Commissioner Trombetta said he would make the motion to approve Resolution 19-1217 contingent on the Village Board of Trustees approving the light ordinance as amended and agreed by the Village of Oak Brook, the Park District and Forest Gate Residents.

The motion was seconded by Commissioner Tan.

Commissioner Trombetta said he would like to specifically address his next comments to Village Trustee John Baar who was in attendance at the meeting. Commissioner Trombetta said there is skepticism and doubt for the management of the pool, tennis courts, and fields of the Village owned Sports Core, and that the Park District may run into issues of complaint.

Ms. Kosey said the concern is that a lot of people will come to the Park District and the Village and how we are going to handle it?

Trustee John Baar stated that since the Park District is running it, the questions and the accolades are going to come to the Park District. He imagines this is going to be seamless. The only possible question from B&T members may be the increase in

membership fees. The tennis can only improve. We're keeping the same pro, however, there is more room for improvement.

Trustee Baar also said he is a member of the B&T and of the Park District. He was at the pool last summer and it was run very well. The guards were very professional.

Vice President Truedson agreed with Trustee Baar and stated nothing is going to be perfect. There is going to be a few bumps along the way, but we have a professional staff and we can address any questions. Any concern about the B&T will be addressed by the Park District.

Motion passed by roll call vote:

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson

Nays: None

Absent: President Knitter

b. Central Park North Equipment Bid

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to accept the bid from Keeper Goals in the amount not to exceed \$40,106 for the purchase of soccer and lacrosse goals as specified.

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

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson

Nays: None

Absent: President Knitter

c. Ordinance No: 20-0120: An Ordinance Authorizing and Providing for an Installment Agreement, the Issuance of an Aggregate \$450,000 Debt Certificates, Series 2020, by and for the Oak Brook Park District, DuPage and Cook Counties, Illinois

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Ordinance No: 20-0120: An Ordinance Authorizing and Providing for an Installment Agreement, the Issuance of an Aggregate \$450,000 Debt Certificates, Series 2020, by and for the Oak Brook Park District, DuPage and Cook Counties, Illinois.

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

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson

Nays: None

Absent: President Knitter

d. Ordinance No: 20-0121: An Ordinance Approving Financing for the Purchase and Installation of LED Ballfield Lighting at Specified Central Park Ballfields.

Motion: Commissioner Frank Trombetta made a motion, seconded by Commissioner Tan, to approve Ordinance No., 20-0121: An Ordinance Approving Financing for the Purchase and Installation of LED Ballfield Lighting at Specified Central Park Ballfields.

Attorney Steve Adams said the revised light ordinance will be on the Village Board Meeting Agenda, which is a result of a lengthy period of negotiations with the Forest Gate

Homeowners. We have achieved a compromise on the LED lights. Once the initial testing is completed after the installation of the LED lights, future testing of the lights will only be done when the Forest Gate Residents have substantial belief that the lights are exceeding the ordinance. If the lights are not exceeding the ordinance, Forest Gate will pay for the test.

Attorney Steve Adams said the Park District is receiving representations from the manufacturer that the lights will meet the ordinance. If there ever is an issue, it may be because the light fixture was knocked out of place due to a strong storm. I am not anticipating any concerns from the Village Board as it meets the satisfaction of Forest Gate.

Commissioner Kevin Tan said that this is another example of the Village and the Park District working together. Commissioner Tan thanked the Village for working with the Park District.

Trustee John Baar also expressed appreciation for the Village and Park District staff, especially Village Manager Ginex and Executive Director Kosey.

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

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson

Nays: None

Absent: President Knitter

8. NEW BUSINESS

- a. Ordinance 20-0217: An Ordinance Transferring Funds To and From Several Park District Funds

This matter was presented for review and discussion only. Chief Financial Officer Salinas said this is the annual transfer. The ordinance provides the documentation for the proposed transfers.

- b. Ordinance No.20-0218: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

This matter was presented for review and discussion only.

- c. Market Based Salary Range Adjustment

This matter was presented for review and discussion only.

Ms. Kosey said that the Market Based Salary Range Adjustment only affects the salary range which shifts in accordance to the with the cost of living.

- d. Park Technician and Park Specialist for 2020-2021 fiscal year

This matter was presented for review and discussion only.

Ms. Kosey explained the Park District is looking to add two park maintenance positions due to the work that is required for the Central Park North Fields and the Sports Core fields. This would be in the May 1, 2020 budget.

- e. Resolution 20-0220: A Resolution Amending the Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing

This matter was presented for review and discussion only.

Mr. Johnson said that the contract with Classic Landscaping is being extended for another year of service.

- f. Ordinance 20-0122: An Ordinance Amending the Oak Brook Park District Sexual Harassment Policy in Compliance with the Workplace Transparency Act, PA 101-0221 (Requires Waiving the Board's Rules to approve at this Meeting.)

Attorney Steve Adams said this is a mandate from the state that units of local government amend its sexual harassment policy to provide a method for the reporting and independent review of allegations of sexual harassment made against an elected official of the governmental unit by another elected official of the governmental unit.

The Act requires units of local government to amend their policy by early February 2020, therefore it is recommended to approve the ordinance at this meeting.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to waive the Board's Rules to Approve at this meeting, Ordinance 20-0122: An Ordinance Amending the Oak Brook Park District Sexual Harassment Policy in Compliance with the Workplace Transparency Act, PA 101-0221

The motion passed by roll call vote:

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson  
Nays: None  
Absent: President Knitter

Motion: Commissioner Tan made a motion, seconded by Commissioner Suleiman, to Approve at this meeting, Ordinance 20-0122: An Ordinance Amending the Oak Brook Park District Sexual Harassment Policy in Compliance with the Workplace Transparency Act, PA 101-0221

The motion passed by roll call vote:

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson  
Nays: None  
Absent: President Knitter

- g. Board of Commissioners Position Descriptions

This matter was presented for review and discussion only.

Ms. Kosey said that the District is updating the job descriptions of the various appointed commissioner offices.

- h. Agreement with Lauterbach & Amen, LLP, Certified Public Accountants, to provide auditing services to the Oak Brook Park District for the fiscal years ended April 30, 2020, April 30, 2021 and April 30, 2022

This matter was presented for review and discussion only.

Mr. Salinas said Lauterbach & Amen have been the District's auditors for the past 5 years and have handled the audits efficiently. They have also kept the costs stable. Based on Lauterbach & Amen's work, staff is recommending that the District continue utilizing their services for the next 3 years. At that point, we would seek a new contract.

Commissioner Trombetta said it is good to have new auditors, otherwise it can get stale. He can understand why we would want to continue to utilize Lauterbach and Amen, however, after three years it will be necessary to seek a new contract.

9. ADJOURN TO THE CLOSED SESSION - For the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the Semi-Annual Review of Closed Meeting Minutes pursuant to and 5 ILCS 120/2.06(d).

Commissioner Frank Trombetta made a motion, seconded by Kevin Tan, to adjourn the Open Session of the Regular Board Meeting at the hour of 6:59 p.m. and convene to the Closed Session for the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2.06(d) of the Open Meetings Act.

The motion passed by roll call vote:

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson  
Nays: None  
Absent: President Knitter

10. CLOSED SESSION

- a. Discussion and Approval of Closed Special Meeting Minutes, July 15, 2019
- b. Semi-Annual Review of Closed Meeting Minutes for Release
  - i. Resolution 20-0219: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2019

11. RECONVENE TO OPEN SESSION

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to adjourn the closed session to reconvene to the open session at the hour of 7:13 p.m.

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

Ayes: Commissioners Suleiman, Trombetta, Tan, Truedson  
Nays: None  
Absent: President Knitter

Attorney Steve Adams stated the Board considered the recent minutes of closed meetings and has made a determination of the need for continued confidentiality. Resolution 20-0219: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 – December 31, 2019 will be presented during the February 17, 2020 regular board meeting for the Board's review and possible approval.

12. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON FEBRUARY 17, 2020

- a. A Special Meeting of the Oak Brook Board of Park Commissioners will be held 5 minutes after the adjournment of the February 17, 2020 Regular Meeting for the purpose of discussing the Fiscal Year 2020 – 2021 Budget of the Oak Brook Park District.

Vice President Truedson announced the next Regular Board Meeting of the Oak Brook Park District Board of Commissioners will be held on February 17, 2020 at 6:30 p.m. A Special Meeting of the Oak Brook Park District Board of Park Commissioners will be held 5 minutes after the adjournment of the February 17, 2020 Regular Meeting for the purpose of discussing the Fiscal Year 2020 – 2021 Budget of the Oak Brook Park District.]

13. ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to adjourn the January 20, 2020 Board Meeting at the hour of 7:15 p.m.

There was no discussion and the motion passed by voice vote.



Laure L. Kosey, Executive Director