

Minutes
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
September 18, 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

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

2. OPEN FORUM

President Knitter asked if there were any public comments.

Bill Mailk, an in-district representative, suggested expanding the bike path at the North Athletic Fields to accommodate a safer crossing between Kensington and Jorie.

President Knitter stated they would look into potential options.

3. CONSENT AGENDA

- a. APPROVAL OF THE SEPTEMBER 18, 2023 AGENDA
- b. APPROVAL OF MINUTES
 - i. AUGUST 21, 2023 Regular Board Meeting Minutes
 - ii. AUGUST 29, 2023 Special Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING AUGUST 31, 2023
 - i. Warrant 676

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, 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, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

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

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

4. STAFF RECOGNITION

- a. None

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications.

President Knitter stated numerous members have offered positive feedback regarding the deep cleaning conducted in the Family Aquatic Center this past month.

- b. Master Vision Semi-Annual Review

Dr. Kosey stated the staff has worked together to update the Vision statement and Core Values. Additionally, the team has reviewed the items within the documents and begun outlining projects to complete.

- c. Strategic Plan Semi-Annual Review

Dr. Kosey stated the staff is working on completing items within the Strategic Plan that expired in 2024.

- d. Central Park West Business Plan

Mrs. Basile discussed the new Central Park Business Plan. Utilizing input from the focus group and community survey staff recommends transforming the space into a multipurpose building for tournaments, special events, and programming. A proposal will be submitted to house Gateway Special Recreation Association on weekdays.

President Knitter asked about the management of the Special Recreation Association and how staff would measure its success. Participants have a wide range of needs. The undertaking would not only be about funding but also providing participants assistance with specialized needs.

Dr. Kosey stated the Special Recreation Association would be part of the recreation department, and they would need to hire full-time staff.

Commissioner Suleiman asked whether an internal staff member could take this on.

Dr. Kosey informed the staff would need to be hired that specializes in Special Recreation Programming.

President Knitter would like to see the additional expenses associated with the Special Recreation Association, such as insurance and other costs.

Dr. Kosey stated the funding would be secured through association dues and turned into the operating budget.

President Knitter raised concerns about how other Park Districts may feel about paying other Park Districts, as this could be a fundamental blocker.

Dr. Kosey ensured the Board staff is working with our attorneys to make sure any obstacles can be legally resolved.

Commissioner Suleiman is optimistic about this project and the programs offerings.

President Knitter is also optimistic about this change.

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 reported a managerial restructuring as Katie Basile settled into the Director of Recreation and Facilities. Alin Pop, Superintendent of Enterprise Operations at the Tennis Center, will now directly report to Dr. Kosey.

Dr. Kosey explained the State has added "unexpected childcare obligations" as another allowable occurrence for elected officials to attend a board meeting remotely.

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 completion of four months of the current fiscal year. General, Recreation, and Tennis Funds are in surplus. Out-of-district daily fees are helping increase the General Fund. Additionally, basketball programming and child aquatics are seeing increased attendance.

Mr. Salinas stated timing is a factor to consider with the Tennis Center's financials.

c. Recreation & Facilities Report

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

Mrs. Basile reported the community has been registering for fall openings. The indoor movie went well, with a more diverse age range of child participants.

Mrs. Basile stated preschool has begun, athletic registration, and fall members have increased participation.

Mrs. Basile informed the Board, that staff completed the pool deep cleaning during the annual shutdown.

President Knitter asked Mrs. Basile about competition from other gyms in the area.

Mrs. Basile stated that the staff knows the competition in the area. However, they offer a different opportunity and seek a different customer base.

President Knitter stated she has gotten a lot of positive feedback on Summer Camp. Parents liked the different variety and field trip options.

d. Parks & Planning Report

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

Mr. Johnson reported on the activity at the Central Park construction projects. Much of the building's interior work is being completed, and he anticipates the project completion will be sometime in mid-October.

Mr. Johnson stated that the asphalt work had been completed for the season.

Mr. Johnson stated that the staff is looking forward to the Winter Lights project as they have been assisting in developing the new scenes.

7. UNFINISHED BUSINESS

a. Ordinance 23-0918: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Ordinance 23-0918: An Ordinance Declaring Surplus Personal Property and Authorizing the Sale or Conveyance Thereof.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

b. Purchase of Pickup Truck through the Suburban Purchasing Cooperative.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the purchase of a 2024 Ford F-250 pickup truck through the Suburban Purchasing Cooperative for a total cost of \$47,531.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

c. Family Care Leave Policy

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Family Care Leave Policy.

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the Family Care Leave Policy.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

d. Safety Policy 24: Oak Brook Park District Boundary Violations Policy - Protecting Children and Vulnerable Adults and Employee Acknowledgement Form

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Safety Policy 24: Oak Brook Park District Boundary Violations Policy – Protecting Children and Vulnerable Adults and Employee Acknowledgement Form.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

e. Safety Policy 24.1: Electronic Communications with Minors and Vulnerable Adults Policy

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Safety Policy 24.1: Electronic Communications with Minors and Vulnerable Adults Policy.

President Knitter asked if the Park District received consent from participants before emailing them.

Dr. Kosey stated consent is granted before emailing marketing materials.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Safety Policy 24.1: Electronic Communications with Minors and Vulnerable Adults Policy.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

f. Safety Policy 24.2: Overnight and Travel Abroad Events and Programs Policy

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Safety Policy 24.2: Overnight and Travel Abroad Events and Programs Policy.

Dr. Kosey stated that PDRMA recommends the Park District add the policy.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Safety Policy 24.2: Overnight and Travel Abroad Events and Programs Policy.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

8. NEW 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.

Dr. Kosey stated this is a new policy provided by the State allowing elected officials to attend a board meeting remotely due to unexpected childcare obligations.

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

The Board of Commissioners entered into a Closed Session at 7:15 pm

9. ENTER 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(c)(21) and 5 ILCS 120/2.06(d) of the Open Meetings Act

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to enter into 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(c)(21) and 5 ILCS 120/2.06(d).

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

The Commissioners entered the Closed Session at 7:15 p.m.

10. CLOSED SESSION

- a. Discussion and Approval of Closed Meeting Minutes, July 17, 2023
- b. Semi-Annual Review of Closed Meeting Minutes for Release
 - i. Resolution 23-1017: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through July 31, 2023

11. ARISE FROM CLOSED SESSION AND RESUME THE OPEN SESSION

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to arise from the closed session to the open session at the hour of 7:18 p.m.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

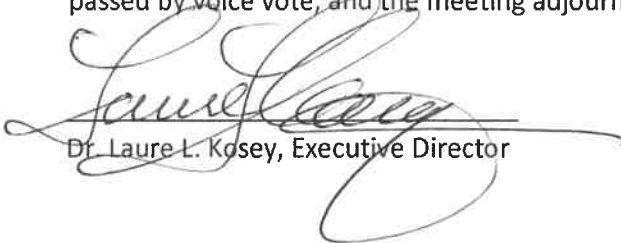
Absent: Commissioner Vescovi

12. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON OCTOBER 16, 2023, 6:30 P.M.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners would be held on October 16, 2023, at 6:30 p.m.

13. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the September 18, 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 7:20 p.m.



Dr. Laure L. Kosey, Executive Director