

Minutes
PUBLIC HEARING AND REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
May 17, 2021 – 6:30 p.m.
Studio C

1. PUBLIC HEARING- FOR THE PROPOSED BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL YEAR MAY 1, 2021 – APRIL 30, 2022 (*Notice of the Public Hearing was published in the Doings-Oak Brook Newspaper –May 6, 2021.*)

a. Call to Order and Roll Call

President Knitter called to order the Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year May 1, 2021 – April 30, 2022, at the hour of 6:30 p.m. Commissioners Suleiman, Truedson, and President Knitter answered "present" from the Oak Brook Park District Family Recreation Center, Studio C. Also present in Studio C were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Dave Thommes, Deputy Director; Bob Johnson, Director of Parks and Planning.

b. Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year May 1, 2021 – April 30, 2022.

President Knitter Announced: "In accordance with state statute, a notice of today's public hearing was published in The Doings Oak Brook Elmhurst newspaper on Thursday, May 6, 2021. A copy of our proposed budget and the related budget ordinance has been available for public inspection in hard copy form at the Park District's Administration Office as well as in electronic form on our website for at least 30 days prior to today's hearing."

President Knitter asked if there were any public comments.

There were no public comments.

President Knitter asked the Board if any Commissioners may wish to comment on the Budget or Ordinance.

Commissioner Truedson stated as a group, the Park District has done well making cuts and was able to work quickly without being told what to do and were able to do so without losing service to the patrons. With projected expenses to be lower than ever before, the Park District worked hard to continue their fiscal responsibilities.

c. Adjournment of Public Hearing

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to adjourn the Public Hearing.

The motion passed by voice vote and the meeting adjourned.

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

President Knitter called to order the regular meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:40 p.m. Commissioners Suleiman, Truedson, and President Knitter answered "present" from the Oak Brook Park District Family Recreation Center, Studio C. Also present in Studio C were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Dave Thommes, Deputy Director; Bob Johnson, Director of Parks and Planning; Steve Adams, Attorney for the Park District, and Circuit Court Judge Michael W. Reidy.

3. OPEN FORUM

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

4. ANNUAL MEETING

a. Administration of Oath of Office

i. Sharon Knitter- re-elected April 6, 2021

Judge Reidy administered the Oath of Office to Sharon Knitter.

The Park District Commissioners re-welcomed President Knitter to the Board.

ii. Ivana Ivkovic- elected April 6, 2021

Judge Reidy administered the Oath of Office to Ivana Ivkovic.

The Park District Commissioners welcomed Commissioner Ivkovic to the Board.

b. Election of Park Board President and Vice President

President Knitter asked for nominations for Board President.

Commissioner Truedson nominated Sharon Knitter as President of the Oak Brook Park District Board of Commissioners.

No other nominations were made and President Knitter closed nominations.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to elect Sharon Knitter as President of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote and Sharon Knitter became President of the Oak Brook Park District Board of Commissioners.

President Knitter asked for nominations for Board Vice President.

Commissioner Knitter nominated Lara Suleiman as Vice President of the Oak Brook Park District Board of Commissioners.

No other nominations were made and President Knitter closed nominations.

Motion: Commissioner Truedson made a motion, seconded by President Knitter to elect Lara Suleiman as Vice President of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote and Lara Suleiman became Vice President of the Oak Brook Park District Board of Commissioners.

c. Appointment of Board Secretary and Treasurer

President Knitter stated the current Board Secretary is Executive Director Laure Kosey.

President Knitter proposed since the Board's secretary has traditionally been the Executive Director, Laure Kosey should be reappointed to serve as Secretary unless any Board member has an objection.

There was no discussion and the Board Moved to vote.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to appoint Executive Director, Laure Kosey, as Secretary of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote and Executive Director, Laure Kosey, became Secretary of the Oak Brook Park District Board of Commissioners.

President Knitter asked for nominations for Board Treasurer.

President Knitter nominated Tom Truedson for Board Treasurer.

No other nominations were made and President Knitter closed nominations.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to elect Tom Truedson as Treasurer by voice vote.

The motion passed by voice vote to elect Tom Truedson as Treasurer of the Oak Brook Board of Commissioners.

5. CONSENT AGENDA

- a. APPROVAL OF May 17, 2021 AGENDA
- b. APPROVAL OF MINUTES
 - i. April 19, 2021, Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING APRIL 30, 2021
 - i. Warrant 647

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

Nays: None

Commissioner Suleiman requested the minutes to be pulled, noting an amendment needed to be made on the April 19, 2021 Board Meeting Minutes, page 5 of 11, Section A, line 7, and line 9 in reference to changing "Commissioner Truedson" to "Steve Adams".

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to approve the consent agenda, with the amended changes to the minutes, and the motion passed by roll call vote.

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.

Nays: None

6. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

President Knitter received positive comments about the Totem Pole, at Totem Plaza located at the North Athletic Fields.

b. Review of the Oak Brook Park District Strategic Plan

Dr. Kosey stated there were several mis-spellings in the Oak Brook Park District Strategic Plan due to human error and not knowing, the software being used did not have a spell-check review function. From now on staff will use a word processor before inserting messaging into the software.

Dr. Kosey directed the Board to an addition to the strategic plan made for the Winter Lights in Central Park and the addition of Central Park North Athletic Fields.

Commissioner Suleiman noted the handout was visually appealing.

Dr. Kosey informed the Board, this was only a snapshot of the actual strategic plan, as the whole document can be found on the Oak Brook Park District website.

7. STAFF RECOGNITION

a. Rachel Jones, Corporate and Community Relations

Rachel Jones was welcomed by the Board.

8. 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 staff has begun preparing bid specification for the monument sign for the Central Park Monument Sign at the corner of Kensington and Jorie Boulevard, and the North Athletic Fields sign to be installed by the parking lot off of Kensington. These signs will be cohesive to the other signage currently at Central Park.

Dr. Kosey explained the pool at the Bath and Tennis at the Sports Core is prepared to open as soon as the application of the resin is completed.

b. Finance & Human Resources Report

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

Mr. Salinas reported on the end of the fiscal year, ending April 30, 2021. Informing the Board there may be adjustments needed to the reports. Also, the financial auditors audit in July, and there may be additional adjustments to be made at that time.

The General Fund is a deficit of twelve thousand dollars. The 2021 deficit is better than last year's. With the adjustment later this month, Mr. Salinas, stated the Park District will be in even better shape than last year, which includes financials with the pandemic. Year-end the General Fund continues to be in budget or favorable.

The Recreation Fund has taken the largest brunt of the pandemic closers, with a deficit of just under half a million. Comparing the Recreation Fund to last year, this fund has the largest deficit. However, the Children's Programming did better due to their partnership with Breakaway Basketball.

The Tennis Center has a net surplus increase over last year, largely because of their decreases in spending. The Tennis Centers' cost-cutting has helped them greatly.

Mr. Salinas stated Financials have an extra column because of the approved amendment for annual appropriations.

An audience participant, Raj B Lal, asked Mr. Salinas if there was a marketing budget to promote in other communities. As there may be potential patrons who would be willing to come and use the facility at Oak Brook.

Commissioner Truedson stated the Park District welcomes participants from neighboring communities to utilize Oak Brook Park District amenities at the facilities, however, the Board of Commissioners, as well as staff, do not have a marketing allocation specifically to actively seek residents from other towns and villages as patrons. There is a balancing act between residents and non-residents. There is awareness in many of the surrounding communities about the Oak Brook Park District. Additionally, there are some residents who strongly believe spending should be limited to Oak Brook.

Mr. Lal would like to see the Oak Brook Park District market toward these additional communities.

Commissioner Truedson stated there are other ways they are promoting the Oak Brook Park District for free on social media and other free news channels. Mr. Truedson thanked Mr. Lal for his comments.

c. Recreation & Facilities Report

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

Mr. Thommes reported the Sports Core is in high demand this year. Currently, there are 325 sold memberships. This is the highest membership number ever. At this time, Mr. Thommes and staff are unsure if the Sports Core pool will feel overcrowded, as Bath and Tennis Members expect to have a private club atmosphere. Currently, there is a waitlist of about 15 people. However, the list of 15 could include families as well as individuals. Every day, additional calls are received from people asking about membership. These individuals are also being added to the waitlist. On June 11th the state is projected to be allowed full capacity within its facilities.

Dr. Kosey stated from Memorial Day to June 11th staff will be assessing the Bath and Tennis Center to see how capacity feels. Then staff will decide if the pool can accommodate more people, or stay at the current level of members.

President Knitter asked if the pool is unable to open by Memorial Day how will staff compensate the members who have paid for the full season.

Dr. Kosey stated staff is still working on a plan for this possibility. As construction materials are very difficult to obtain right now, the pool is waiting for the resin to be delivered, applied, and will then need to set before the water can fill the pools.

Commissioner Suleiman asked if the summer hours had been adjusted, as many members suggested the change.

Mr. Thommes stated the hours have been changed per the members' requests.

Commissioner Truedson asked how the staff is calculating capacity numbers, as they appear subjective.

Mr. Thommes asked Rob Bond, Superintendent of Aquatics and Maintenance Operations, to assist with answering Commissioner Truedson's question.

Mr. Bond informed the Board there are capacities at the Bath & Tennis pools. Historically, from the time the Oak Brook Park District began managing the pool, the pool has never hit capacity. On the hottest day in 2019, the most they have ever had for the day was 160 visitors. In 2019 they only had 216 members. Currently, there is an increase of 15% more members.

Commissioner Truedson asked if the number was subjective.

Mr. Bond stated, the Park District is trying to respect the club's feel and have the experience members expect with exclusivity, therefore there is hesitation to open the pool to more members.

President Knitter inquired if 160 patrons felt crowded.

Mr. Bond stated 160 does not feel crowded.

Mr. Thommes stated the Tennis Center at the Sports Core is already open, with 45 tennis-only members, and more patrons trickling in to sign up. Capacity at the Park District is going up, group fitness, and events have all changed. "Bark and Brew" is a new event for national pet month. There will be games for the pets and contests for prizes.

President Knitter asked if there would be enough staff to accommodate the Phase 5 reopening plan.

Dr. Kosey stated there will be challenges that come with the Phase 5 reopening plan, such as no floor staff in the gymnasium.

President Knitter expressed an interest in opening positions now.

Dr. Kosey stated there will be a meeting with staff tomorrow to discuss the staffing of the facilities.

Mr. Thommes finished his report with additional information about upcoming events. The Cori Triathlon will be held on June 5th, with 68 child participants currently signed up.

President Knitter asked about Splash Island.

Mr. Thommes stated Splash Island is being prepped for the summer. The pools are getting power washed and plexiglass replacements to allow staff to see better.

Mr. Bond stated they are continuing with private rentals and times slots open to the public.

d. Parks & Planning Report

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

Mr. Johnson reported fertilization and grub control have been completed on the Central Park Campus as well as at the Dean Nature Sanctuary and along Ginger Creek.

Mr. Johnson stated at the North Athletic Fields, staff is working through a punch list of items and will be completing the items for this phase in the coming weeks.

Mr. Johnson is getting project costs for switching over the basketball courts outside of Central Park West.

Mr. Johnson stated several of the park's staff have completed training and are now certified Playground Maintenance Technicians.

President Knitter asked if the Park District was still a butterfly monarch area.

Mr. Johnson explained the Park District has two areas that are registered, there is one on the Central Park Campus near Ginger Creek and another at the Dean Nature Sanctuary.

9. UNFINISHED BUSINESS

a. Family Recreation Center Roof Replacement Bid

Commissioner Truedson asked for clarification.

Mr. Thommes informed the Board the bid is for the two worst areas of the roof. By breaking the roof into 4 sections, quadrants 3 and 4 will be addressed this year, the next two sections will be addressed later, the current fix would be for the areas of the roof which are leaking.

Commissioner Suleiman stated the bid seems too low compared to the other bids. Informing Mr. Thommes there must be a catch, Commissioner Suleiman asked Mr. Thommes to explain the company's background and causing the bid to be so much lower.

Mr. Thommes explained he spoke to several of their references about their experience with the company. They received glowing reviews, minor instances with paperwork, but the paperwork aspect is expected when dealing with these types of projects. The other bids received, are from companies that are not solely roofers and they would have to contract the roofing aspect out, which adds to the markup. A couple of years ago the Park District had an independent contractor quote the roof and the quotes compared to each other and seemed reasonable. When the bid

came out to be similar in price Mr. Thommes feels the bids coincide. There will be a twenty-year warranty on the roof.

Commissioner Truedson asked if there would be a price increase due to the price of materials going up.

Mr. Thommes stated they have purposely pushed back the start date due to material costs.

Commissioner Truedson stated if there would be an anticipated increase in cost, would the Park District have to take up the price.

Mr. Thommes stated it would all be about the availability of the materials; therefore, they have pushed the project to August.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to accept the base bid and reject the alternate bids of Premier Roofing Design, Inc., DBA Top Roofing for the Family Recreation Center Roof Replacement Project and to approve an Agreement between the Oak Brook Park District and Premier Roofing Design, Inc., DBA Top Roofing for a not-to-exceed cost of \$248,800.

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.

Nays: None

b. Revision to Personnel Policy Manual Section 6.11 Work-Related Cell Phone Policy (New)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Approve Section 6.11 Work-Related Cell Phone Policy.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.

Nays: None

c. September 2021 Regular Board Meeting Date Change

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Approve Changing the September 2021 Regular Board Meeting Date to September 13, 2021.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.

Nays: None

d. 2021 Amendment to the Oak Brook Park District Executive Director Employment Agreement

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Approve the 2021 Amendment to the Oak Brook Park District Executive Director Employment Agreement as presented.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.
Nays: None

- e. Ordinance 21-0517: An Ordinance Setting Forth the Budget and Making Appropriations of Sums of Money for all of the Necessary Expenditures of the Oak Brook Park District of Cook and DuPage Counties, Illinois, for the Corporate Purpose for the Fiscal Year Beginning May 1, 2021, and Ending April 30, 2022.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Approve Ordinance 21-0517: An Ordinance Setting Forth the Budget and Making Appropriations of Sums of Money for All of the Necessary Expenditures of the Oak Brook Park District of Cook and DuPage Counties, Illinois, for the Corporate Purpose for the Fiscal Year Beginning May 1, 2021, and ending April 30, 2022.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.
Nays: None

10. NEW BUSINESS

- a. Central Park Monument Sign Bid

Dr. Kosey stated staff are preparing the bid packet for the Central Park North Athletic Fields monument signs. The signs will look very similar to the ones currently on the Central Park Campus.

- b. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference Held September 21-23, 2021 in Nashville, TN (****Requires Waiving the Board Rules to Approve at this Meeting.*)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Waive the Board Rules to Approve at this Meeting, the Travel Expenses for Commissioner Attendance at the National Recreation and Park Association Conference held September 21-23, 2021 in Nashville, TN for the following Commissioners: Commissioner Truedson, and President Knitter.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.
Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Approve the Travel Expenses for Commissioner Attendance at the National Recreation and Park Association Conference held September 21-23, 2021 in Nashville, TN for the following commissioners: Commissioner Truedson, and President Knitter.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.
Nays: None

- c. Compact Track Skid Loader Purchase through Source Well Cooperative Purchasing Group.

Mr. Johnson stated the Track Skid Loader they currently have is from 2011. This machinery is used daily and is not large enough for the workload. Since the machine is coming to the end of its life expectancy Mr. Johnson would like to trade it in for an upgrade. With the expansion of the North Athletic Fields and the additional snow removal, the new Track Skid Loader would be useful.

- d. Asphalt Pavement Replacement Bid.

Mr. Johnson said the District will use Source Well Cooperative Purchasing for this purchase. Source Well has performed and met all the requirements of the bidding process.

Mr. Johnson went out to bid today for the replacement of the pavement on the Central Park Campus' parking lot and driveway, as well as Saddlebrook park's walking trail. After reviewing the bid results, Mr. Johnson will assess if there is additional work that could be completed.

- e. Renewal of The Intergovernmental Agreement Dated January 18, 2016, By and Between the Board of Education of Butler School District #53 and The Oak Brook Park District for A Before and After School Program at Brook Forest Elementary School, For School Year 2021 – 2022. *[***Requires Waiving the Board Rules to Approve at this Meeting.]*

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Waive the Board Rules to Approve at this Meeting the Renewal of the Intergovernmental Agreement Dated January 18, 2016, By and Between the Board of Education of Butler School District #53 and The Oak Brook Park District for a Before and After School Program at Brook Forest Elementary School, For School Year 2021-2022.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.

Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman to Approve the Renewal of the Intergovernmental Agreement Dated January 18, 2016, by and Between the Board of Education of Butler School District #53 and The Oak Brook Park District for a Before and After School Program at Brook Forest Elementary School, for School Year 2021-2022.

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

Ayes: Commissioners Ivkovic, Suleiman, Truedson, and President Knitter.

Nays: None

- f. Ordinance 21-0621: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof.

President Knitter inquired if this was about the Skid trade-in.

Dr. Kosey stated yes.

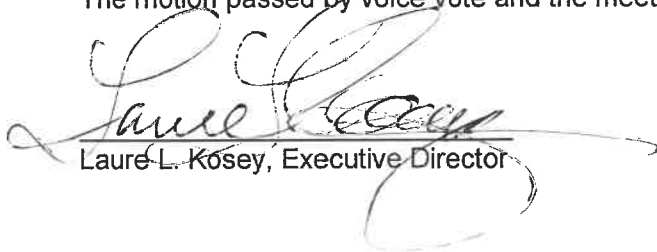
11. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JUNE 21, 2021, 6:30 p.m.

President Knitter announced the next Regular Meeting of the Oak Brook Park District of Park Commissioners will be held on June 21, 2021, at 6:30 p.m.

12. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to adjourn the May 17, 2021, 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 7:13 pm.



Laure L. Kosey, Executive Director