

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
April 16, 2018 – 6:30 p.m.
Canterberry Room**

1. PUBLIC HEARING- FOR THE PROPOSED BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL YEAR MAY 1, 2018 – APRIL 30, 2019 *(Notice of the Public Hearing was published in the Doings-Oak Brook Newspaper – April 5, 2018.)*

a. Call to Order and Roll Call

President Knitter called the Public Hearing to order at 6:30 p.m. in the Recreation Center's Canterberry Room. Commissioners Tan, Truedson, Carson, Trombetta, and President Knitter answered "present." Also present were Laure Kosey, Executive Director, Steve Adams, Park District Attorney, Marco Salinas, Chief Financial Officer, Dave Thommes, Director of Recreation and Facilities, and Bob Johnson, Director of Parks and Planning.

b. Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year May 1, 2018 – April 30, 2019

Marco Salinas presented the proposed budget. He said in accordance with State Statute, notice of today's public hearing was published in the Doings Oak Brook Newspaper on April 5, 2018. He also said that a copy of the proposed budget and related budget ordinance have been available for public inspection in hard copy form at the administrative office and in electronic form under the "Budget and Financials" document page of the Park District's web-site for at least 30 days prior to this hearing.

Mr. Salinas said the total proposed budgeted revenues equal \$9,756,274 and total proposed budgeted expenditures equal \$11,348,726; for a net consolidated deficit of \$1,592,492. He said included in the expenditure total is \$1,906,849 in budgeted capital costs.

Mr. Salinas noted that the Board previously reviewed and discussed this proposed budget and related schedules at the February and March, 2018, board meetings.

President Knitter asked if anyone from the audience wished to comment on the proposed budget.

There were no comments.

c. Adjournment of Public Hearing

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to adjourn the public hearing at 6:32 p.m.

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

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

President Knitter called the Regular Meeting to order at 6:32 p.m. in the Recreation Center's Canterbury Room. Commissioners Tan, Truedson, Carson, Trombetta, and President Knitter answered "present." Also present were Laure Kosey, Executive Director, Steve Adams, Park District Attorney, Marco Salinas, Chief Financial Officer, Dave Thommes, Director of Recreation and Facilities, and Bob Johnson, Director of Parks and Planning.

3. OPEN FORUM

President Knitter asked if anyone in the audience wanted to address the Board.

No one addressed the Board.

4. CONSENT AGENDA

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

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.

Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve the April 16, 2018, Consent Agenda.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.

Nays: None

a. APPROVAL OF April 16, 2018 AGENDA

b. APPROVAL OF MINUTES

i. March 15, 2018 Special Meeting Minutes

ii. March 19, 2018 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING March 31, 2018

i. Approval of Warrant No. 610

5. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

President Knitter asked the Board members if they had any communications.

There were no shared communications.

6. STAFF RECOGNITION

- a. None

7. REPORTS:

- a. Administrative, IT, and Marketing Report

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

Ms. Kosey said there are three intergovernmental agreements with the Butler School District on the agenda this evening and one related to the installation of new playground equipment at Butler Junior High School. She said the projected installment time is June or July.

There were no questions regarding Ms. Kosey's report.

- b. Finance & Human Resources Report

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

Mr. Salinas reviewed the current fund balances and said the Park District had a very favorable year. He did say that the Tennis Center does show a deficit but this is due to a large investment in capital projects.

Mr. Salinas said the upcoming budget has been loaded into the new software and staff is currently working on the annual compensation disclosure. He said this disclosure must be posted within six days of the budget adoption date.

Regarding Human Resources, Mr. Salinas said he and staff are currently ensuring that all legal safety notices are posted at the B&T.

There were no questions regarding Mr. Salinas' report.

- c. Recreation & Facilities Report

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

Mr. Thommes said he is recommending an increase in Tennis Center court fees which has not been done for a few years. This will be discussed later in the meeting.

Mr. Thommes said the Pink 5K Run currently has 721 participants. He said there will be a new route and he is currently waiting for its certification. With the new route, he said we won't have to worry about crossing Ginger Creek.

There were no questions regarding Mr. Thommes' report.

d. Parks & Planning Report

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

Mr. Johnson said the Central Park Ball Field and playground projects are underway with excavation and demolition work being done.

Mr. Johnson said the bid package was sent out for the Gabion Weir Project, which includes 1,500 feet of shoreline restoration along Ginger Creek.

Mr. Johnson said he is currently conducting interviews for a new full-time Park Technician. He said this was expected as the employee who currently holds this position will shortly leave the Park District to become a police officer.

There were no further questions regarding Mr. Johnson's report.

8. UNFINISHED BUSINESS

- a. Ordinance 18-0416: An Ordinance Setting Forth The Budget And Making Appropriation 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, 2018 And Ending April 30, 2019.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Ordinance 18-0416: 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, 2018 And Ending April 30, 2019.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

- b. Ordinance 18-0417: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Ordinance 18-0417: An Ordinance For Transferring Anticipated Unexpended Funds From Certain Appropriation Items To Other Items Of Appropriation.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

- c. Amendment and Renewal of the Intergovernmental Agreement Dated March 10, 2008, by and between the Board of Education of Butler School District # 53, the Oak Brook Park District and the LaGrange Area Department of Special Education for a Cooperative

Preschool Program at The Oak Brook Park District Recreation Center for School Year 2018- 2019.

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve the Amendment and Renewal of the Intergovernmental Agreement dated March 10, 2008 by and between the Board of Education of Butler School District # 53, the Oak Brook Park District, and the LaGrange Area Department of Special Education for a Cooperative Preschool Program at the Oak Brook Park District Recreation Center for school year 2018-2019.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

- d. 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 2018-2019

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, 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 2018-2019.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

- e. Bid for Apparel Screen Printing and Embroidery

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to accept the quoted prices for apparel items as stated in the bid submittal form and to approve an agreement between the Oak Brook Park District and Next Generation Screen Printing and Embroidery, Inc. in accordance with the quoted prices for a not to exceed cost of \$34,000.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

- f. Ordinance 18-0418: Supplemental Appropriation Ordinance of the Oak Brook Park District for the Fiscal Year Beginning May 1, 2017 and Ending April 30, 2018

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Ordinance 18-0418: Supplemental Appropriation Ordinance of the Oak Brook Park District for the fiscal year beginning May 1, 2017 and ending April 30, 2018.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

- g. Intergovernmental Agreement Between County of DuPage, Illinois and The Oak Brook Park District for The Central Park BMP Water Quality Improvement Project

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve an Intergovernmental Agreement between the County of DuPage, Illinois and the Oak Brook Park District for the Central Park BMP Water Quality Improvement Project.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

9. NEW BUSINESS

- a. Ginger Creek Gabion Weir Project Bid

This issue was presented for review and discussion only.

Mr. Johnson said the bid package was released today and will be open for three weeks. He said work is set to begin in May or June and will take approximately six weeks to complete.

There was no further discussion regarding this matter.

- b. Intergovernmental Agreement Between the Oak Brook Park District and Butler School District 53 for Installation of Playground Equipment

This issue was presented for review and discussion only

As Ms. Kosey mentioned in her report, this relates to the installation of the playground equipment at Butler Junior High School.

There was no further discussion regarding this matter.

- c. Tennis Center Court Fees

This issue was presented for review and discussion only

Mr. Thommes said some of the proposed increases don't hit the 5% increase threshold but said he wants to make the Board aware. He said fees have not been increased since June, 2015.

There was no further discussion regarding this matter.

- d. Brochure Printing and Mailing Services Bid

This issue was presented for review and discussion only

Ms. Kosey said these services have been provided by the same vendor for the past two years by extending the contract but now we are required to go to bid.

There was no further discussion regarding this matter.

- e. Ordinance 18-0521: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

This issue was presented for review and discussion only

Ms. Kosey said staff has done a lot of spring cleaning so the list of property for sale will be long.

There was no further discussion regarding this matter.

- f. Resolution 18-0419: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price with Musco Lighting, LLC (**Requires Waiving the Board Rules to Approve at this Meeting.)

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to waive the Board's rules to approve at this meeting, Resolution 19-0419: A Resolution Authorizing and Approving A Change Order Involving an Increase to The Contract Price with Musco Lighting, LLC In the Amount Of \$9,900 For A New Total Cost Not-To-Exceed \$298,550.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.

Nays: None

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Resolution 19-0419: A Resolution Authorizing and Approving A Change Order Involving an Increase to The Contract Price with Musco Lighting, LLC In the Amount Of \$9,900 For A New Total Cost Not-To-Exceed \$298,550.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.

Nays: None

- g. Resolution 18-0420: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price with Allied Landscaping. *** Requires Waiving the Board Rules to Approve at this Meeting.)

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to waive the Board 's rules to approve at this meeting, Resolution 18-0420: A Resolution Authorizing and Approving A Change Order Involving an Increase to The Contract Price with Allied Landscaping Corporation in the Amount of \$6,530, for the New Total Cost Not-To-Exceed Of \$167,360.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.

Nays: None

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Resolution 18-0420: A Resolution Authorizing and Approving a Change Order Involving an Increase to the Contract Price with Allied Landscaping Corporation in the Amount of \$6,530 for a New Total Cost Not-To- Exceed of \$167,360.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

10. ADJOURN TO CLOSED SESSION: For the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to adjourn the Open Session of the regular Board Meeting and convene the Closed Session at the hour of 6:58 p.m. for the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

11. CLOSED SESSION

- a. Discussion and Approval of Closed Meeting Minutes, January 15, 2018
- b. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District

12. RECONVENE OPEN SESSION

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan to Reconvene to the Open Session of the April 16, 2018 Regular Meeting at 7:33 p.m.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta and President Knitter.
Nays: None

13. POTENTIAL ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

There was no action taken on matters discussed during closed session.

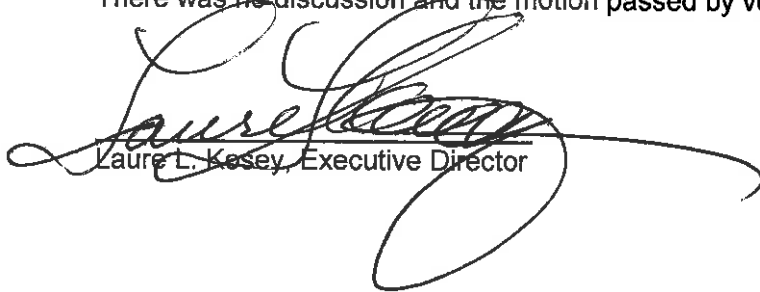
14. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON May 21, 2018, 6:30 p.m.

President Knitter announced the next regular meeting of the Oak Brook Park District Board of Park Commissioners will be held on May 21, 2018, 6:30 p.m.

15. ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to adjourn at the hour of 7:42 p.m.

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



Laure L. Kasey, Executive Director