

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
June 18, 2018 – 6:30 p.m.
Canterberry Room**

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

President Knitter called the Public Hearing to order at 6:31 p.m. in the Recreation Center's Canterberry Room. Commissioners Carson, Truedson, Trombetta, and President Knitter answered "present." Commissioner Tan was absent. Also present were Laure Kosey, Executive Director, Steve Adams, Park District Attorney, Marco Salinas, Chief Financial Officer, and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

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

No one addressed the Board.

3. CONSENT AGENDA

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, 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 Carson, Truedson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve the June 18, 2018, Consent Agenda.

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

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

Nays: None

Absent: Commissioner Tan

a. APPROVAL OF June 18, 2018 AGENDA

b. APPROVAL OF MINUTES

i. May 21, 2018 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING May 31, 2018

i. Approval of Warrant No. 612

4. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

President Knitter asked if any board members wished to share communications.

There were no shared communications.

b. Proclamation "July is Park and Recreation Month"

President Knitter presented the July is Park and Recreation Month Proclamation and asked all board members sign the document.

5. STAFF RECOGNITION

a. None

6. REPORTS:

a. Administrative, IT, and Marketing Report

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

Ms. Kosey said that President Knitter and Commissioner Tan will be attending the conference in Indianapolis, while Commissioners Carson and Trombetta will not be attending. Commissioner Truedson said he could not commit at this time but will try to go. The conference will be held September 25-27th.

Ms. Kosey reviewed recent corporate donations received, including one for \$10,000 which may ultimately be matched by the donor's employer.

Dave Thommes, Deputy Director, entered the meeting at 6:35 p.m.

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 financial reports with the Board noting a surplus in tax revenue received when compared to last year, and a surplus at the Tennis Center from an increase in programming.

Mr. Salinas said he is currently working on developing a debt book which will show the Board all outstanding debt balances and expected future payments.

Mr. Salinas said the annual audit has begun and will be completed by the end of August.

Mr. Salinas noted that the health insurance premium for the HMO has decreased 8% while the PPO has increased by 11.5%. He said the adjustment will begin July 1.

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 the facilities have been packed with summer camps, as well as the pool and splash pad.

President Knitter noted that aquatic memberships have doubled and asked if Mr. Thommes is worried regarding capacity issues. Mr. Thommes said no, that it just requires some timing adjustments to programming.

Mr. Thommes said staff has received very positive comments regarding the B&T Pool.

President Knitter said she was concerned with swim lesson numbers. Mr. Thommes said the report only reflects the registration for the current session and additional sessions are still to be conducted. Swim lesson numbers are better than what the report currently indicates.

There were no further 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 provided an update on the playground and ball field construction and said the installation of the backstop to the ball field began today. He said there is an unexpected \$13,000 cost to reinstall an underground electrical line which feeds electricity to fields two and three. This issue will be presented later in the meeting for Board approval. He said the existing line was hit by a contractor as the line was only 12 inches below the ground. The required depth for this line is 48 inches. The line could not simply be repaired because it requires a complete reinstallation due to the depth issue.

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

7. UNFINISHED BUSINESS

a. Resolution 18-0618: A Resolution of the Oak Brook Park District Regarding the Illinois Prevailing Wage Act

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve Resolution 18-0618: A Resolution of the Oak Brook Park District regarding the Illinois Prevailing Wage Act.

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

Ayes: Commissioners Carson, Truedson, and President Knitter.

Nays: Commissioner Trombetta

Absent: Commissioner Tan

b. Natural Areas Stewardship Bid

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve an Agreement between the Oak Brook Park District and Conservation Land Stewardship, LLC for the fees stated in the bid.

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

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

Nays: None

Absent: Commissioner Tan

c. Approval of Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference held September 25 – 27, 2018 in Indianapolis, IN

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve the travel expenses for commissioner attendance at the National Recreation and Park Association Conference, held September 25-17, 2018 in Indianapolis, Indiana.

Laure Kosey excused herself at 6:47 p.m.

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

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

Nays: None

Absent: Commissioner Tan

d. Bid for Satellite Park Athletic Court Resurfacing

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to accept the bid for Satellite Park Athletic Court Resurfacing from Perm-A-Seal, Inc. and to approve an agreement between the Oak Brook Park District and Perm-A-Seal, Inc. for a total cost not-to-exceed \$42,276.

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

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

Nays: None

Absent: Commissioner Tan

e. Amendment: Personnel Policy Manual: Section III: 3.10 Time-Off Benefits and Section VIII: 7.7 Premium Pay

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve the Amendments to the Personnel Policy Manual: Section III: 3.10 Time Off Benefits and Section VIII: 7.7 Premium Pay.

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

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

Nays: None

Absent: Commissioner Tan

8. NEW BUSINESS

- a. Amendment: General Use Regulations of the Oak Brook Park District

This issue was presented for review and discussion only.

There was no discussion regarding this matter.

- b. R18-0619: A Resolution Authorizing and Approving A Change Order Involving an Increase in the Contract Price of \$10,000 or more with Allied Landscaping Corporation. (**Requires waiving the Board's 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 18-0619, a Resolution authorizing and approving a change order involving an increase in the contract price of \$10,000 or more with Allied Landscaping, Inc. and approve change order 2 in the amount of \$5,200, for a new total cost not-to-exceed \$172,560.

Ms. Kosey re-entered the meeting at 6:49 p.m.

Mr. Johnson said this change order concerns the existing concrete retaining wall near the universal playground. The work will involve extending the retaining wall across the entire area involved, which will provide a more finished and appropriate appearance for the area.

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

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

Nays: None

Absent: Commissioner Tan

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve Resolution 18-0619, a Resolution authorizing and approving a change order involving an increase in the contract price of \$10,000 or more with Allied Landscaping, Inc. and approve change order 2 in the amount of \$5,200, for a new total cost not-to-exceed \$172,560.

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

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

Nays: None

Absent: Commissioner Tan

- c. R18-0620: A Resolution Authorizing and Approving a Change Order Involving a Decrease in the Contract Price of the Central Park Improvements Project with M & J Asphalt) (***)Requires waiving the Board's Rules to Approve at this Meeting.)

Motion: Commissioner Carson made a motion, seconded by Commissioner Truedson, to waive the Board's Rules, to approve at this meeting, Resolution 18-0620, A Resolution authorizing and approving a change order involving a decrease to the contract price with M & J Asphalt in the amount of \$388.32, for a new total cost not-to-exceed \$92,553.68.

Commissioner Trombetta questioned why we are having to approve a \$388 change order.

Ms. Kosey said the Board, in an effort to be more transparent, had decided in the past to require Board approval for all change orders.

Commissioner Truedson said it should be up to the staff's discretion to decide whether to present these types of change orders to the Board.

Mr. Adams said the current policy requires staff to present changes orders \$10,000 or more, and the \$10,000 is figured cumulatively over the course of a project.

President Knitter suggested that in the future, when presenting multiple change orders for Board approval, they should be combined into just one motion.

Commissioner Carson said she likes that the Board is presented with all change orders.

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

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

Nays: None

Absent: Commissioner Tan

Motion: Commissioner Carson made a motion, seconded by Commissioner Truedson, to approve Resolution 18-0620, A Resolution authorizing and approving a change order involving a decrease to the contract price with M & J Asphalt in the amount of \$388.32, for a new total cost not-to-exceed \$92,553.68.

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

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

Nays: None

Absent: Commissioner Tan

9. ADJOURN TO CLOSED SESSION

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to adjourn the Open Session of the regular Board Meeting and convene into the Closed Session portion of the meeting for the purpose of discussing and approving Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and to consider the Purchase or Lease of Real Property for the Use of the Oak Brook Park District pursuant to 5ILCS 120/2(c)(5) of the Open Meetings Act.
6:56 p.m.

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

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

Nays: None

Absent: Commissioner Tan

10. CLOSED SESSION

For the purpose of discussing and approving Closed Meeting Minutes pursuant to 5ILCS 120/2(c)(21) and for the Purchase or Lease of Real Property for the Use of the Oak Brook Park District pursuant to 5ILCS 120/2(c)(5)

- a. Discussion and Approval of the April 16, 2018 Closed Meeting Minutes
- b. The Purchase or Lease of Real Property for the Use of the Oak Brook Park District

Commissioner Tan arrived to be in attendance at the Closed Session Meeting.

11. RECONVENE TO OPEN SESSION

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to reconvene to the Open Session of the June 18, 2018 Regular Meeting at the hour of 8:25 p.m.

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

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

Nays: None

Absent: None

12. POTENTIAL ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

There was no action taken.

13. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON July 16, 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 July 16, 2018, 6:30 p.m.

14. ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to adjourn the June 18, 2018, regular meeting at the hour of 8:25 p.m.

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


Laure L Kosey, Executive Director

