

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
March 18, 2019 – 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 Regular Meeting of the Oak Brook Park District to order at 6:30 p.m. in the Recreation Center's Canterberry Room. Commissioners Carson, Tan, Truedson, Trombetta and Knitter answered "present." 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

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

No one addressed the Board.

3. 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 Carson, Tan, Truedson, Trombetta and President Knitter

Nays: None

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

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

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

Nays: None

a. APPROVAL OF MARCH 18, 2019 AGENDA

b. APPROVAL OF MINUTES

i. February 18, 2019 Regular Meeting Minutes

ii. February 18, 2019 Special Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING February 28, 2019

Approval of Warrant No. 621

4. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

President Knitter asked if there was anyone on the Board who wished to share communications.

Commissioner Carson thanked staff for fixing the racks in the exercise room.

b. Presentation of Unity Garden Design

Before the Unity Garden presentation began, President Knitter said currently the Park District has a master plan through 2020, but considering the newly acquired North Fields, she suggested the Park District may need a vision through 2030 so that we can envision Central Park and the North Fields as a whole. She said she does not want to delay getting the fields up and running but said we must consider the flow of the overall property. She stressed this is not a plan but a vision. The Board concurred.

Commissioner Truedson said the North Fields should not just be thought of as soccer fields.

Commissioner Trombetta asked for the dynamic of the contractors hired for the North Fields renovations.

Ms. Kosey said the Wight & Co., the landscape architect, was hired to create the landscape design so that we have a vision moving forward. She also said Wight and Co. will assist us with possible grants to pursue for funding.

Ms. Kosey said Campfire Concepts was hired to assist us with the comprehensive master vision for parks, facilities, memberships and recreational programming and how best to budget for them.

Ms. Kosey said there are a lot of moving parts to this project right now, and her goal is to complete most of the work in-house. She said she anticipates the project will take approximately two years to complete.

Ms. Kosey presented the Board with a draft of the Unity Garden and a copy of this draft can be found in the Park District records.

Ms. Kosey said several areas were considered for the Unity Garden in Central Park and it was determined that the best site for it would be behind the Tennis Center as it is the quietest area of Central Park.

Ms. Kosey said the Unity Garden will include a boardwalk with an area for outdoor yoga and pilates, a memorial area, and wishing stones that can be written on with chalk and thrown into the storm water basin (pond).

President Knitter suggested extending the Unity Garden to the other side of the creek on the North Field side in an effort to tie both properties together. She also suggested that staff consider ways to make the Unity Garden usable during the winter months.

Ms. Kosey said she and staff had a great team building event last week where staff was given a Google map of Central Park and were told that if money was no object, what would they like to see done to Central Park. Ms. Kosey said this brought about some great ideas to consider for future improvements.

Ms. Kosey said if most of the work is completed in-house, the cost of creating the Unity Garden would be around \$100,000. She said this fiscal year there is \$85,000 budgeted for this work but said the boardwalk would not be completed this year as it alone costs approximately \$15,000.

Regarding the ice rink, Commissioner Trombetta said he drove by it on two Saturday mornings when it was open, and no one was on it.

Ms. Kosey said a camera at CPW was directed toward the rink and staff will be reviewing the tape to assess its usage.

Commissioner Trombetta suggested to delay the Unity Garden project and hold the budgeted money until we have determined what the vision will be for the North Fields.

President Knitters said she would not want to see the project delayed.

Ms. Kosey said we may receive the vision plan from the architect sooner rather than later. She also said we will be conducting an input survey online for residents regarding Central Park and expects that it could be done as early as May.

Commissioner Truedson asked Ms. Kosey whether the Village has approached her about using the North Fields for polo.

Ms. Kosey said she met personally with Dan O'Leary, a representative of the Oak Brook Polo team, and will also be meeting with soccer and lacrosse leagues regarding North Field usage. Ms. Kosey said she is unsure at this time on how to respond to these inquiries as it is still early in the planning. She said Park District attorney Steve Adams suggested that she instruct interested parties to submit their proposals for usage to the Park District.

5. STAFF RECOGNITION

- a. Liz Littwin, recipient of the IPRA Communications and Marketing Section Rising Star Award

President Knitter and the Board congratulated Ms. Littwin for her outstanding work and receipt of the award. A picture was taken with Ms. Littwin and President Knitter.

6. REPORTS:

- a. Administrative, IT, and Marketing Report

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

Regarding the conservation easement, Ms. Kosey said she plans to work with Commissioner Truedson on drafting the correct language for the nature center and expects to have it on next month's agenda.

President Knitter suggested including a square footage limit on the nature center and noted that a new nature center could be built in way to be in tune with nature and could blend into the natural surrounding much better than the house did.

Ms. Kosey commended Ms. Littwin on her outstanding work in raising donations.

There were no further questions or comments 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 said all three major funds continue to have a net surplus, and the overall financials for the Park District are looking good.

Commissioner Tan noted that there is a negative revenue fund in the CPW budget.

Mr. Salinas said he does not have the specific details regarding this entry on hand but will get back to him regarding the matter. He said it is most likely a reclass or entry error.

There were no further questions or comments regarding Mr. Salinas's report.

c. Recreation & Facilities Report

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

Mr. Thommes said he and his staff are gearing up for spring break next week with spring break camps expecting at least 100 participants.

Mr. Thommes said participants of the Choose to Lose program have said they would like to see it become an ongoing program, so he and his staff are looking into making it more self-directive.

Mr. Thommes said the Aquatics Supervisor position was filled by a current staff member.

Mr. Thommes said we currently have 250 swim class participants enrolled with two to three more registration dates to go. He said the total number of enrollees last year was 250, so he anticipates that we will exceed last year's participant figures.

There were no questions or comments regarding Mr. Thommes's report.

d. Parks & Planning Report

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

Mr. Johnson said the ice rink was open for a total of 30 days this year and staff is currently taking it down as well as the sled hill fencing.

Mr. Johnson said he is still waiting to receive further correspondence from IDOT regarding the stretch of property they will require at the Dean Nature Sanctuary for their tollway expansion project. Mr. Johnson said IDOT will obtain an appraisal and likewise, we will be obtaining our own appraisal.

President Knitter said IDOT is liable for the cost of moving affected amenities such as pathways. Mr. Johnson said our appraiser will be consulted on this issue.

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

7. UNFINISHED BUSINESS

- a. Resolution 19-0318: A Resolution Amending the Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve Resolution 19-0318: A Resolution Amending the Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. for Turf Grass Mowing.

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

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

Nays: None

- b. Request for Letters of Interest, Statement of Qualifications, and Performance Data for Professional Services for the Autumn Oaks/Central Park North Fields

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to accept the Professional Services Proposal for Autumn Oaks/Central Park North Fields and Central Park Phase II from Wight & Company for a total not-to-exceed cost of \$297,800 subject to future Board approval of contracts for each phase.

At the request of Commissioner Truedson, it was confirmed that these services will be for all of Central Park and the vision discussed earlier.

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

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

Nays: None

c. Central Park Asphalt Project Bid

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to accept the Base Bid for the Central Park Asphalt Project in the amount of \$27,514 and the Alternate Bid for the second application of sealer in the amount of \$6,970 from Denler, Inc.; and to Approve an Agreement between the Oak Brook Park District and Denler, Inc. for a total not-to-exceed cost of \$34,484.

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

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

Nays: None

d. Resolution19-0319: A Resolution Authorizing the Executive Director to Enhance and Expand Available Habitat for Monarch Butterflies and other Native Pollinators

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve Resolution 19-0319: A Resolution authorizing the Executive Director to enhance and expand available habitat for the monarch butterflies and other native pollinators.

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

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

Nays: None

8. NEW BUSINESS

a. Budget for Fiscal Year 2019- 2020

The tentative Budget and Appropriation Ordinance 19-0415 for Fiscal Year May 1, 2019 – April 30, 2020 has been placed on public display for thirty days following the publication notice in the Doings – Oak Brook Newspaper on March 14, 2019. The Budget and Appropriation Ordinance encompasses all previous reviews by the Board of Commissioners. The Public Hearing is scheduled to occur at the April 15, 2019 regular meeting of the Board of Commissioners for the purpose of receiving public comment on the Budget and Appropriation Ordinance. A Legal Notice of the Public Hearing will be published in the Doings – Oak Brook Newspaper on April 4, 2019.

This matter was presented for review and discussion only.

Mr. Salinas said the proposed budget for fiscal year 2019-2020 has been on display since last week and will remain so for the required 30 days before Board approval. He also said it has been published in the Doings newspaper and is available for review on the Park District website.

There was no discussion regarding this matter.

b. Ordinance 19-0416: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation

This matter was presented for review and discussion only.

There was no discussion regarding this matter.

- c. Renewal of the Intergovernmental Agreement Dated March 10, 2008 and amended April 16, 2018, 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

This matter was presented for review and discussion only.

Dave Thommes said there is only one minor change being made to the Agreement and that is to change it to a multi-year agreement. He said the Board will still retain the right to review it on an annual basis.

There was no further discussion regarding this matter.

- 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 2019-2020

This matter was presented for review and discussion only.

President Knitter asked if this program is well attended. Mr. Thommes said this is our third year for offering this program and it remains well attended.

There was no further discussion regarding this matter.

- e. Resolution 19-0417: A Resolution Amending the Agreement Between the Oak Brook Park District and Next Generation Screen Printing and Apparel, Inc. for Apparel Screen Printing and Embroidery Services

This matter was presented for review and discussion only.

There was no discussion regarding this matter.

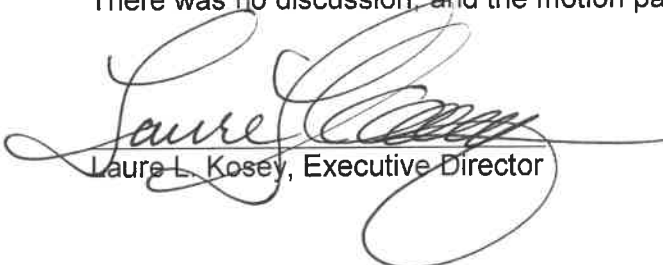
THE BUDGET AND APPROPRIATION PUBLIC HEARING FOR FISCAL YEAR 2019-2020 AND THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON APRIL 15, 2019, 6:30 p.m.

9. President Knitter announced the next Regular Meeting of The Oak Brook Park District Board of Park Commissioners will be held on April 15, 2019, 6:30 P.M.

10. ADJOURNMENT

Motion: Commissioner Trombetta made a motion seconded by Commissioner Truedson, to adjourn the regular meeting at the hour of 7:13 p.m.

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


Laura L. Kosey, Executive Director