

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
October 21, 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. Commissioners Suleiman, Tan, Truedson, Trombetta and President Knitter answered, "present". Also present were Laure Kosey, Executive Director; Steven Adams, Park District Attorney; 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 Tan made a motion, seconded by Commissioner Trombetta, to approve taking a single omnibus vote on the Consent Agenda, as presented.

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

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

Nays: None

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

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

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

Nays: None

a. APPROVAL OF OCTOBER 21, 2019 AGENDA

b. APPROVAL OF MINUTES

i. September 16, 2019 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING September 30, 2019

i. Approval of Warrant No. 628

4. COMMUNICATIONS/PROCLAMATIONS

By consent of the Board, the items under communications were discussed out of order but the minutes for these items follow the original agenda order.

a. Board of Commissioners to share communications

President Knitter said she received a compliment regarding the repaving of the walking paths at Saddlebrook and asked when the repaving of a large open lot in Saddlebrook will be completed.

Mr. Johnson said the project is being completed in phases and he is currently seeking grants for the repaving of the questioned lot and other areas. He said the areas in the worst condition will be addressed first.

President Knitter stated that several residents of the Forest Gate subdivision have once again complained to the Village about the lights at the ball fields, specifically, the lights at fields 2, 3 and 4. Subsequently, the Village is now poised to amend the special use ordinance which would require light testing measurements to be performed on the top of a berm located on the farthest southern portion of the ring road in the Forest Gate Subdivision.. Readings from this location would in no doubt make the Park District non-compliant to the ordinance.

There was a lengthy discussion regarding this matter.

Commissioner Trombetta said if he were one of the Village trustees, he would be reaching out to the Park Board to discuss this matter. He said this has not happened. He said Trustee Ed Tiesenga had a law intern meet with Forest Gate residents to discuss their concerns, but the intern did not contact the Park District. He said Trustee Tiesenga wrote a three-page memo outlining the flaws in the current ordinance. Commissioner Trombetta said we are once again being treated as a "stepchild" by the Village. He recommended that the Park District not fight this issue, and if we are found non-compliant, we should shut the lights down. In return, he said we should no longer provide management services at the Bath and Tennis Club. President Trombetta said he would rather focus on developing the North fields rather than spending money on the baseball field lights.

Steven Adams noted that the lights for the North Fields will need to be approved by the Village.

There was a discussion regarding the future North Field lighting and if it would affect nearby residential properties. The Briarwood subdivision is the nearest and sits on the opposite side of Route 83 and has a 20-foot retaining wall. Ms. Kosey said she believed there would be minimal light spillage into Briarwood. It was also noted that Brook Forest, which is also located across Route 83, may be slightly affected but that many of the children on the Wizard Soccer team live in Brook Forest.

Mr. Adams said he does not believe that the Village thought that amending the ordinance would harm the Park District.

Commissioner Tan agreed with Commissioner Trombetta that this proposed amendment to the ordinance is unreasonable. He also discussed the light measurement results and noted that the Forest Gate guard house has a similar measurement to the field lights. He said that an option to consider is to ask the Village to pay for half of the cost to upgrade the field lights to make them compliant to the ordinance.

President Knitter said we must prioritize future lighting capital projects for the North Fields and that revenue from field rentals can go towards the cost of new lighting.

Ms. Kosey confirmed that more money is made on lacrosse and soccer field rentals than softball and baseball. Therefore, she said ball fields 1-3 will be made multi-functional so lacrosse and soccer can be held there too.

There was discussion regarding what future capital projects could be delayed in order to help fund baseball field lighting upgrades.

Ms. Kosey said it is her recommendation that she sit down with each of the Village Trustees and with Village Manager, Rick Ginex to discuss the matter. She said it is also her recommendation that the Park District invest in LED lights for the fields.

Mr. Adams discussed the various arguments the Park District must consider to press their cause with the Village.

Commissioner Truedson said there is a light test coming up in November for the ball fields, but he recommended that it be canceled. He said doing a light test in the late fall and winter, when the leaves are off the trees, does not produce a true reading and confirmed that the ball field lights are not used after November 15th.

- b. Presentation of the Comprehensive Annual Financial Report FY 2018-2019 of the Oak Brook Park District by Ann Van Vooren, Principal at Lauterbach & Amen, LLP.

Ms. Van Vooren presented the Comprehensive Annual Financial Report FY 2018-2019 to the Board. All materials presented at the meeting can be found in the Park District records.

Ms. Van Vooren reviewed the fund balances and expenditures and asked the Board if they had any questions.

President Knitter asked for a comparison between the financial health of the Oak Brook Park District to other Park District's in the area.

Ms. Van Vooren said that is a difficult question to answer since each Park District is so different. She said the Park District's finances are very sound and the District follows all laws, rules, and regulations.

Commissioner Trombetta asked Ms. Kosey for her assessment on the impact of Marco Silinas and his management of the finance and human resources departments. Ms. Kosey said he has had a huge impact with cleaning up policies and keeping the Park District's finances on course. She said she is very comfortable asking him what we can and can't do and that he has been a big help with planning for the new minimum wage requirement.

Ms. Van Vooren said he has been very responsive and stayed on deadline when she and her firm conducted the annual audit.

Mr. Adams asked Ms. Van Vooren for a status on the Park District's pension liability.

Ms. Van Vooren said the IMRF pension liability increased substantially due to a lower market value at the end of 2018. She said the Park District will be fine if they continue to pay the minimum contributions.

It was the consensus of the Board to present the staff recognition at this point in the meeting. The minutes pertaining to staff recognition will follow the order outlined in the agenda as presented.

c. Presentation of the Oak Brook Park District Master Vision 2020-2030

Ms. Kosey gave a brief presentation regarding the Master Vision 2020-2030. All the materials she presented can be found in the Park District records.

Commissioner Tan suggested that "V.I.E.W.", the acronym for "VOW INTENTION EXAMPLE WORK" used in the Master Vision, be highlighted so that it is easier to follow.

The Board congratulated Mr. Salinas for doing an outstanding job with the annual audit.

Ms. Kosey commended her staff for doing an outstanding job with recent projects such as the audit and field lighting.

5. STAFF RECOGNITION

a. Katie Garrett, new Marketing and Communications Administrator

The Board welcomed Ms. Garrett to the Park District. Ms. Garrett said she was previously with Round Lake Park District in their marketing and design department. She said she is very happy in her new position and thanked the Board for their warm welcome.

6. REPORTS:

a. Administrative, IT, and Marketing Report

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

Ms. Kosey thanked the Board for allowing staff to go to the Baltimore conference. She said she sent a memo to the Board members reviewing what was learned at the conference.

There were no 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 funds continue to have a healthy surplus and expenditures are under budget.

President Knitter asked that the Board be kept updated on the upcoming cannabis legalization as it relates to the policies of the Park District.

Ms. Kosey said policies concerning the new cannabis law will be presented in November or December for Board approval.

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 the Haunted Forest event went well and generated approximately \$10,000 in revenue even with the bad weather during the event.

Mr. Thommes also said Autumn Fest went well and the new layout for the event showed a lot of promise.

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 reviewed the paving work completed at Forest Glen and Saddlebrook and explained the need for the change order which is up for Board approval later in the meeting.

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

7. UNFINISHED BUSINESS

a. Amendment: Personnel Policy Manual: Section III: 3.10 Time-Off Benefits – Vacation Time

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve the Amendment: Personal Policy Manual: Section III: 3.10 Time-off Benefits-Vacation Time.

President Knitter suggested to extend this benefit to employees who would like to save for a house.

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

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

Nays: None

8. NEW BUSINESS

a. Records Management and Disposal i. Application for Authority to Dispose of Local Records No. 15:098: Records Disposal Certificate for Video Surveillance Digital Records (Requires Waiving the Board Rules to Approve at this Meeting.)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to waive the Board Rules to Approve at this meeting the Records Management and Disposal

Application for the Authority to Dispose of Local Records No. 5:098, Records Disposal Certificate for Video Surveillance Digital Records.

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

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

Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to Approve the Records Management and Disposal Application for The Authority to Dispose of Local Records No. 5:098, Records Disposal Certificate for Video Surveillance Digital Records.

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

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

Nays: None

b. RFP for Waste & Recycling Services

Mr. Johnson presented this matter for review and discussion only.

Mr. Johnson said recycling services are always changing so now is a good time to revisit our requirements and seek a better deal.

There were no questions or comments.

c. Approval of a Travel Expense for Commissioner Attendance at the 2020 IAPD/IPRA Annual Conference, January 24-25, 2020 at the Hyatt Regency Chicago

Ms. Kosey presented this matter for review and discussion only.

Ms. Kosey said we budgeted for all the commissioners to attend, but she must now know who will be attending. Each commissioner was given a memo outlining the details of the conference for their review.

There were no questions or comments.

d. IAPD Credentials: An Appointment of Certain District Representative(s) to serve as Delegate(s) to the Annual Business Meeting of the Illinois Association of Park Districts

Ms. Kosey presented this matter for review and discussion only.

Ms. Kosey said she will serve as the delegate to this meeting.

There were no questions or comments.

e. Central Park West Project Bid

Mr. Thommes presented this matter for review and discussion only.

He said he will be going out to bid for HVAC improvements and new windows for CPW. He said he is putting the bid packet together now and will come to the November or December meeting with a recommendation.

There were no questions or comments.

f. Lacrosse Agreement

Ms. Kosey presented this matter for review and discussion only.

Ms. Kosey said the girl's lacrosse team is a 503(c) club and this agreement will allow home field usage at a cost of \$250,000 for five years.

There were no questions or comments.

g. Resolution 19-1021: A Resolution Authorizing and Approving a Change Order Involving an Increase in The Contract Price with Evans & Son Blacktop, Inc. for Asphalt Work (Requires Waiving the Board Rules to Approve at this Meeting.)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to waive the Board's Rules to approve at this meeting, Resolution 19-1021: A resolution authorizing and approving a change order involving an increase to the contract price with Evans and Son Blacktop, Inc. in the amount of \$12,018 for a new total cost not-to-exceed \$46,827.38.

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

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

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to approve Resolution 19-1021: A resolution authorizing and approving a change order involving an increase to the contract price with Evans and Son Blacktop, Inc. in the amount of \$12,018 for a new total cost not-to-exceed \$46,827.38.

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

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

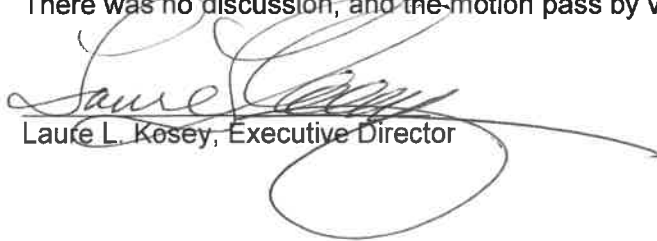
9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON NOVEMBER 11, 2019

President Knitter announced the next Regular Meeting of The Oak Brook Park District Board of Park Commissioners will be held on November 18, 2019, 6:30 P.M.

10. ADJOURNMENT

Motion: Commissioner Tan made a motion, seconded by Commissioner Trombetta, to adjourn the October 21, 2019, regular meeting at the hour of 7:52 p.m.

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



Laure L. Kosey, Executive Director