

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
December 16, 2019 – 6:30 p.m.
Canterberry Room**

1. PUBLIC HEARING – TRUTH IN TAXATION ACT - For the Levying of Taxes and Assessing of Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District, DuPage and Cook Counties, Illinois

(Notice of the Public Hearing was Published on December 5, 2019 in the Daily Herald Newspaper and on the District's Website.)

a. Call to Order the Public Hearing

President Knitter called the Public Hearing of the Oak Brook Park District to order at 6:30 p.m. Commissioners Suleiman, Truedson, and President Knitter answered, "present". Commissioners Tan and Trombetta were absent. Also present were Laure Kosey, Executive Director, Marco Salinas, Chief Financial Officer, Dave Thommes, Deputy Director, and Bob Johnson, Director of Parks and Planning.

President Knitter read a summary of the tax levy and asked the Board if they had any questions or comments.

There were no questions or comments.

b. Open Forum for the Receipt of Public Comments and Questions Regarding the Levying of Taxes and Assessing of Taxes for Fiscal Year 2020-2021 of the Oak Brook Park District, DuPage and Cook Counties, Illinois.

President Knitter invited the audience to present their comments or questions concerning the Tax Levy Ordinance.

No one addressed the Board.

c. Adjournment of Public Hearing

Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to adjourn from the open hearing at 6:31p.m.

There was no discussion and the motion passed by voice vote. 631

2. 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 6:31 p.m. Commissioners Suleiman, Truedson, and President Knitter answered, "present". Commissioners Tan and Trombetta were absent. Also present were Laure Kosey, Executive Director, Marco Salinas, Chief Financial Officer, Dave Thommes, Deputy Director, and Bob Johnson, Director of Parks and Planning.

3. OPEN FORUM

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

No one addressed the Board.

4. CONSENT AGENDA

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

Commissioner Truedson requested the November 18, 2019, regular meeting minutes be pulled from the consent agenda for discussion.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to amend the November 18, 2019 regular meeting minutes.

Commissioner Truedson noted an error in the heading of the minutes.

Commissioner Truedson said on page 6, the discussion regarding foot lamberts needs to be amended to state that foot lamberts is not used to measure sports lighting and that the lighting industry relies on the foot candle method.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

- a. APPROVAL OF DECEMBER 16, 2019 AGENDA
- b. APPROVAL OF MINUTES
 - i. November 18, 2019 Regular Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING NOVEMBER 30, 2019
 - i. Approval of Warrant No. 630

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications none

There were no communications.

- b. Presentation of the Tennis Center Business Plan

Alin Pop presented the Tennis Center Business Plan to the Board and all materials provided can be found in the Park District records.

Mr. Pop said it has been a very good year at the Tennis Center and his focus is on doing the same next year.

President Knitter asked Mr. Pop if there are any changes he would like to make at the Tennis Center.

Mr. Pop said all changes he would like to see happen are included in the capital projects plan.

The Board thanked Mr. Pop for this presentation and congratulated him on his success at the Tennis Center.

6. STAFF RECOGNITION

- a. None

7. REPORTS:

- a. Administrative, IT, and Marketing Report

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

Ms. Kosey said the Master Vision is up for approval tonight and that Commissioner Suleiman provided some great revisions to the Plan. She said the Master Plan will guide the Park District over the next ten years. and once approved, it will be available for viewing on the Park District website.

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 Park District funds continue to have a surplus and that the Park District is benefiting from an increase in property taxes as well as revenue from program and membership fees. He also said that expenditures are overall in line with the budget.

Mr. Salinas said his department is currently working on funding for the field lighting projects and the budget process.

Mr. Salinas updated the Board with the policy work currently underway concerning cannabis as it relates to Park District employees.

Commissioner Truedson asked if we are getting any direction from IAPD for the cannabis policy. Ms. Kosey said PDRMA is directing us on the policy. She said we are currently a no smoking environment, and the update will amend this policy to include no cannabis or vaping. It will also address employee drug testing.

President Knitter asked how we will handle edible cannabis. Ms. Kosey said it will be handled the same as alcohol.

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 his department is very busy with both the gym and pool activities. He said the Holiday Express will be held this Thursday and is maxed out at 225 participants.

Mr. Thommes said the new Recreation Center Manager for athletics started today and will be introduced to the Board at next month's meeting.

Regarding the recent Napoleon Dynamite event and its lack of participants, Ms. Suleiman encouraged Mr. Thommes to continue to try to attract older children to the Park District.

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 his staff is now in full winter work mode. He said the ice rink is set up and will open once we have consistently cold weather.

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

8. UNFINISHED BUSINESS

- a. Ordinance No 19-1216: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to approve Ordinance No 19-1216: An Ordinance levying taxes and assessing taxes for the Fiscal Year 2020-2021 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

- b. Records Management and Disposal

- i. Application for Authority to Dispose of Local Records No. 15:098: Records Disposal Certificate for March 23, 2020

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to approve the records management and disposal application for the authority to dispose of local records no. 15:098: records disposal certificate for March 23, 2020.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

- c. Resolution 19-1217: A Resolution Approving an Intergovernmental Agreement for Pool Management Services or Pool, Tennis, and Athletic Field Management Services Between the Village of Oak Brook and the Oak Brook Park District

This matter was presented for review and discussion only.

Ms. Kosey said the Village has approached the Park District about managing the eight clay tennis courts and 5-7 soccer fields at the Sports Core. She said the proposal has the Park District leasing the facilities for \$1.00 and keeping 75% of the proceeds with the remaining 25% allocated for capital projects at the Sports Core facilities.

President Knitter directed Ms. Kosey to speak directly to the company that performed the work on the pool to discuss the terms of the 25-year warranty they provided.

Commissioner Suleiman said the Park District should perform their own inspection.

Commissioner Truedson wants a special clause added regarding the pool which states that if it implodes, we are not responsible.

Ms. Kosey said if the pool implodes, we will close it down and get out of the agreement.

President Knitter said she is very leery of this agreement. She said managing these facilities will take much more management time than you think. She said the Village has wanted to get rid of the Sports Core for many years. She said she understands there is an upside to taking this on, but there is also real risk. President Knitter also had concerns about the cost of upkeep of the facilities and noted that we are very limited with what we can do with memberships.

President Knitter said since only three members of the Board are present tonight, she recommended that further discussion be tabled until next month's meeting.

Ms. Kosey said the Village will vote on this at their January 14th meeting and she hopes that they will have a draft agreement for us to review by our next meeting on January 20, 2020.

Ms. Kosey said the Village Manager is confident that there are at least four trustees on Board for this agreement, if not more.

Commissioner Suleiman said she has been asking some B&T members for feedback on the facilities and said responses have been mixed. She said she received several complaints about the facilities, particularly the locker rooms.

Ms. Kosey said she would recommend a one-year agreement but to treat it as a 3-year agreement because she does not want to offer short-term programming.

There was discussion about the poor condition of the locker rooms at the B&T and substantial cost to renovate them. She said the outdated locker rooms will make it difficult to attract new memberships. It was noted that the Park District would not be responsible for the B&T building.

Ms. Kosey said the Village will continue to provide cleaning services and concessions staffing. The administration building and the golf course would still be managed by the Village.

After a lengthy discussion, Ms. Kosey summarized that she will vet the pool warranty and seek a one-year term for the agreement. She will also request that language be added to the agreement that states that the Park District will not be responsible for the pool if it implodes.

d. Family Recreation Center RTU Replacement Bid

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to accept the base bid in the amount of \$117,6000 and the alternate bid in the amount of \$5,200 from Oak Brook Mechanical Services, Inc. and to approve an agreement between the Oak Brook Park District and Oak Brook Mechanical Services, Inc. for a total not-to-exceed cost of \$122,800.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

e. Central Park West Rental Fees

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, approve the Central Park West rental fees as presented.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

f. Purchase of Sports Lighting Through the Interlocal Purchasing System (TIPS) Cooperative Purchasing Group

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to approve the Purchase of Sports Lighting through the Interlocal Purchasing Cooperative for a total cost not-to-exceed \$950,000.

Ms. Kosey said this purchase will be for the new LED lighting at the Central Park North Fields, the Synthetic Turf Field, Ballfields 2 and 3, and for two additional light poles at Field 4 for future multipurpose use. Ms. Kosey noted that the timeline for these lighting projects has been sped up to appease all parties involved.

She said the total cost for the lighting will have \$500,000 coming from a 2% loan with the Village for a 5-year term, and a \$450,000 loan via Wintrust at 2.54%.

Mr. Johnson noted that the new lighting will be much more energy efficient.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

g. Purchase of Dump Truck through Suburban Purchasing Cooperative

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to approve the Purchase of a 2020 Ford F-450 Dump Truck as specified through the Suburban Purchasing Cooperative for a total cost of \$50,958.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

h. Central Park North Parking Lot Lease

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to approve the Intergovernmental Lease of Surface Parking Lot for the Central Park North Parking Lot Lease.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

i. 2020 Board Meeting Dates

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to approve the 2020 board meeting dates.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

j. Oak Brook Park District Master Vision

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, approve the Oak Brook Park District Master Vision 2020 – 2030.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

k. Central Park West Door & Window Bid

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to reject all base and alternate bids received for Central Park West Door & Window Bid.

Mr. Thommes said the bids came in way too high, so he will tighten up the bid specs and re-bid. He said he hopes to have the project completed this spring or summer.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

I. Central Park West Mechanical Renovation Bid

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to accept the bid from MG Mechanical Contracting, Inc. for the Central Park West Mechanical Renovation Project and to approve an agreement between the Oak Brook Park District and MG Mechanical Contracting, Inc. for a not to exceed cost of \$128,000.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

9. NEW BUSINESS

a. Central Park North Equipment Bid

This matter was presented for review and discussion only.

Mr. Johnson said this concerns the soccer goals and related equipment for the Central Park North fields.

b. Central Park North Concessions, Restrooms, and Concessions Building

This matter was presented for review and discussion only.

Ms. Kosey said this project will only be completed now if we are awarded the sports tourism grant, but in the interim, preliminary work must be performed.

Commissioner Suleiman said she would like to see the current proposed layout revised.

c. A Financing Commitment from Hinsdale Bank & Trust Company in the Amount of \$450,000 (**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: A Financing Commitment from Hinsdale Bank & Trust Company in the amount of \$450,000.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to approve: A financing commitment from Hinsdale Bank & Trust Company in the amount of \$450,000.

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

Ayes: Commissioners Suleiman, Truedson, and President Knitter.

Nays: None

Absent: Commissioners Tan and Trombetta

- d. Ordinance No: 20-0120: An Ordinance Authorizing and Providing for the Issuance of an Aggregate \$450,000 Debt Certificates, Series 2019, by and for the Oak Brook Park District, DuPage and Cook Counties, Illinois

This matter was presented for review and discussion only.

Mr. Salinas reviewed the ordinance details with the Board and said he will now reach out to bond counsel to draft the debt certificate which will be presented to the Board at the January meeting.

- e. Ordinance No: 20-0121: An Ordinance Approving Financing for the Purchase and Installation of LED Athletic Field Lighting at Specified Central Park Athletic Fields

Mr. Salinas reviewed the ordinance with the Board and said he is working with the Village regarding this loan and will present it to the Board at the January meeting.

This matter was presented for review and discussion only.

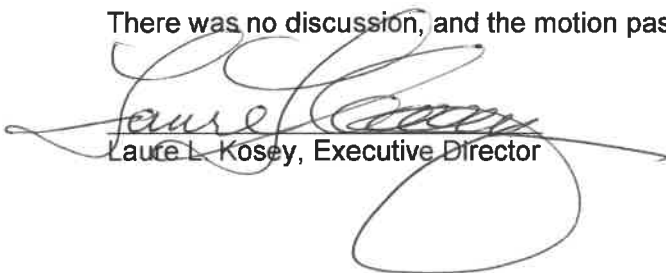
10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JANUARY 20, 2020

President Knitter announced the next Regular Meeting of The Oak Brook Park District Board of Park Commissioners will be held on January 20, 2020, 6:30 P.M.

11. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Suleiman, to adjourn the December 16, 2019, regular meeting at the hour of 7:14 p.m.

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



Laure L. Kosey, Executive Director

