

Minutes
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
August 21, 2023 – 6:30 p.m.
Canterberry Room

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL

President Knitter called to order the regular meeting of the Oak Brook Park District Board of Commissioners at the hour of 6:31 p.m. Commissioners Gondek, Suleiman, Vescovi, and President Knitter answered "present" from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Also present in the Canterbury Conference Room were Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Katie Basile, Director of Recreation and Facilities; and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

President Knitter asked if there were any public comments. No one addressed the Board.

3. CONSENT AGENDA

- a. APPROVAL OF THE AUGUST 21, 2023 AGENDA
- b. APPROVAL OF MINUTES
 - i. July 17, 2023, Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING JULY 31, 2023
 - i. Warrant 675

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

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

Ayes: Commissioners Gondek, Suleiman, Vescovi, and President Knitter

Nays: None

Absent: Commissioner Ivkovic Kelley

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the Consent Agenda, and the motion passed by roll call vote.

Ayes: Commissioners Gondek, Suleiman, Vescovi, and President Knitter

Nays: None

Absent: Commissioner Ivkovic Kelley

4. STAFF RECOGNITION

- a. Grace Harrast, Administrative Services Assistant

The Board welcomed Grace.

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications.

Commissioner Vescovi thanked the Commissioners and Park District staff for their kindness and support over the loss of his son.

President Knitter has received positive comments about Splash Island being open later in the season.

Commissioner Suleiman stated patrons who attended National Night Out informed her this year's event felt more community-orientated compared to years past.

6. REPORTS:

- a. Communications, IT, and Administration Report

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

Dr. Kosey reported that the Strategic Planning process has continued with the Leadership Team. There is an additional meeting on August 29th with the leadership team and Commissioners.

Dr. Kosey stated the change order threshold increased to 25k has been approved at the state level. The General Assembly increased its threshold for requiring written approval changes. This threshold increase is due to increased costs of construction.

- b. Finance & Human Resources Report

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

Mr. Salinas reported on completing the first quarter of the fiscal year. The significant accounts, General, Recreation, and Tennis Fund, are in surplus.

Mr. Salinas stated that the General Fund reflects payments from the Wizards and Lakeshore Lacrosse.

Mr. Salinas informed the Board there has been an increase in the electric cost, and staff is looking into the increased energy level.

Mr. Salinas stated the Tennis Center memberships are in surplus with revenues of private lessons and court times increased.

President Knitter inquired if the increased surpluses were due to timing.

Mr. Salinas stated favorability can often be due to timing, as some expenses may have come sooner or later in the year. Additionally, there could be a better anticipation of revenues or new programs added.

- c. Recreation & Facilities Report

Mrs. Basile presented her report, which can be found in the Park District's records.

Mrs. Basile reported registration increases for several programs, such as the Walk in the Park Wine Tour, Summer Camps, and aquatic programming, created a solid completion to summer programming.

Mrs. Basile stated that Splash Island will stay open during the shutdown with limited hours.

d. Parks & Planning Report

Mr. Johnson presented his report, which can be found in the Park District's records.

Mr. Johnson reported that V3 Companies was selected as the engineer of the phase engineering of the Ginger Creek bridge, dam, and creek improvements. The staff has since met with V3 Companies to propose an initial project scope focusing on value engineering the project while still accomplishing the goal.

President Knitter expressed concern about the valued engineering.

Mr. Johnson stated staff is addressing the dam step pools, which would have been an excellent environmental addition to the dam. They are looking at budget-friendly alternatives, such as a rock dam to move the water, which would reduce the project's scope. Also, they are looking into creating plans to construct the bridge and redevelop the dam in phases.

Commissioner Suleiman asked if the Conservation Foundation could help with funding at a later date.

Mr. Johnson stated the Conservation Foundation saw this as a borderline project due to the existence of the current dam. With a dam replacement, the staff is looking elsewhere to receive funding.

Mr. Johnson stated the turf field has been updated with new carpet. They have added lacrosse lines added to the field for additional gameplay.

Mr. Johnson notified the Board that the Central Park North project has progressed. There have been delays on the project due to material shortages, weight times, and weather. Currently, the project's ninja course playground is being installed. The project is anticipated to be completed at the end of September.

Mr. Johnson stated that the Parks Department recommends purchasing a new fleet truck to phase out their older model.

7. UNFINISHED BUSINESS

a. Agreement for Professional Civil Engineering Services for Ginger Creek Phase II

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the proposal from V3 Companies for the Ginger Creek Phase II Engineering Project in the amount of \$43,510 and to approve an agreement between the Oak Brook Park District and V3 Companies for a total contract cost not-to-exceed \$43,510.

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the proposal from V3 Companies for the Ginger Creek Phase II Engineering Project in the amount of \$43,510 and to approve an agreement between the Oak Brook Park District and V3 Companies for a total contract cost not-to-exceed \$43,510.

Ayes: Commissioners Gondek, Suleiman, Vescovi, and President Knitter

Nays: None

Absent: Commissioner Ivkovic Kelley

b. Tennis Center Court Fees II

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the Tennis Center Court Fees as presented.

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the Tennis Center Court Fees as presented.

Ayes: Commissioners Gondek, Suleiman, Vescovi, and President Knitter

Nays: None

Absent: Commissioner Ivkovic Kelley

8. NEW BUSINESS

a. Ordinance 23-0918: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

President Knitter stated the vending machines, pickup trucks, computers, etc., were all satisfactory items to surplus.

b. Purchase of Pickup Truck through the Suburban Purchasing Cooperative

Mr. Johnson informed the Board about purchasing a new pickup truck. The lead time is extensive, so we would not take possession until May of 2024.

c. Family Care Leave Policy

Dr. Kosey seeks to expand a current policy for the leave of someone having a new child or caring for a family member.

President Knitter asked if this policy would be in conjunction with FMLA or in addition to FMLA.

Dr. Kosey informed the Board that this policy would run concurrently with FMLA and last eight weeks. Team members would receive seventy-five percent of their based weekly pay, as opposed to the twelve weeks of FMLA, which are unpaid.

President Knitter asked, with a cost associated with the new policy and the protection FMLA provides to employees, why would the Park District do this?

Dr. Kosey stated staff has been challenged recently, and this policy would help benefit current staff.

President Knitter explained staff could build up a lot of time off and would like to think through this policy more than the financial aspect of the policy.

Commissioner Suleiman asked if this would be extended exclusively to a part-time or full-time team member. Additionally, could provisions be added to limit this to once a year.

Dr. Kosey explained that this would benefit FMLA, provided to full-time employees, and the Park District cannot limit this to once a year.

Commissioner Suleiman asked if any other Park Districts offered this to their employees.

Dr. Kosey stated a handful of Park Districts are offering this to their staff, and they have leaned on them to create the policy.

President Knitter would like the policy to have a narrower scope to assist in eliminating a staff member abusing the policy.

Dr. Kosey stated she would work with the attorney to narrow the scope and create provisions to protect the Agency.

Commissioner Suleiman would like to look at the history of similar policies, as the Park District is already very flexible. The data could then be used to narrow the scope. This policy would be a great Diversity, Equity, and Inclusion benefit to the Agency.

Commissioner Gondek believes no matter where you work, there are always people trying to beat the system and would like to see better ideas of showing proof of needing to use this policy.

- d. Safety Policy: Oak Brook Park District Boundary Violations Policy - Protecting Children and Vulnerable Adults and Employee Acknowledgement Form

Dr. Kosey explained this is a directive of PDRMA.

- e. Safety Policy: Electronic Communications with Minors and Vulnerable Adults Policy

Dr. Kosey explained this is a directive of PDRMA.

- f. Safety Policy: Overnight and Travel Abroad Events and Programs Policy

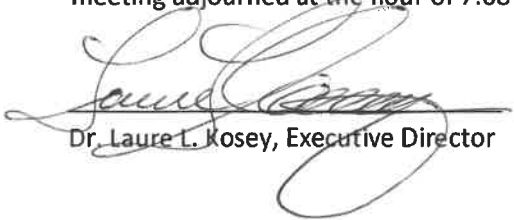
Dr. Kosey explained this is a directive of PDRMA.

THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON SEPTEMBER 18, 2023, 6:30 P.M.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners would be held on September 18, 2023, at 6:30 p.m.

9. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to adjourn the August 21, 2023, Regular Meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 7:08 p.m.



Dr. Laure L. Kosey, Executive Director

