

Minutes
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
January 15, 2024 – 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 at the hour of 6:30 p.m. Commissioners Gondek, Suleiman, and President Knitter answered “present” from the Oak Brook Park District Family Recreation Center, Canterberry Conference Room. Also present in Canterberry Conference Room was Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Bob Johnson, Deputy Director; and Robert Pechous, Director of Recreation and Communications.

2. OPEN FORUM

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

3. CONSENT AGENDA

- a. APPROVAL OF THE JANUARY 15, 2024 AGENDA
- b. APPROVAL OF MINUTES
 - i. December 18, 2023 Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENTS AS OF AND FOR THE PERIOD ENDING DECEMBER 31, 2023
- d. APPROVAL OF WARRANT 680 – INVOICE REGISTER REPORT

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, and President Knitter

Nays: None

Absent: Commissioners Ivkovic Kelley and Vescovi

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, and President Knitter

Nays: None

Absent: Commissioners Ivkovic Kelley and Vescovi

4. STAFF RECOGNITION

- a. None

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications.

There was no communication between Board Members.

- b. Review of Ten-Year Capital Improvement Plan

Dr. Laure Kosey presented the Ten-Year Capital Improvement Plan. Dr. Kosey focused on the items concerning the proposed budget for the fiscal year (FY) 2024-2025.

Dr. Kosey reported that the HVAC unit that was budgeted from FY 2023-2024 was postponed so the HVAC is already financed for the FY 2024-2025 budget.

Dr. Kosey stated that the roof over the administration office will need to be replaced before exploration into solar panels could begin.

Dr. Kosey reported that if the federal grant for the bridge does not get approved, then the bridge will not be replaced.

President Knitter asked if the bridge will be replaced later if included in a future federal budget.

Dr. Kosey replied that the bridge replacement is already in the federal appropriation budget.

President Knitter asked if the Ten-Year Capital Improvement Plan will be reviewed at the Board Budget Workshop.

Dr. Kosey stated that all the funds will be reviewed at the workshop.

Commissioner Gondek asked if there were any changes to the budget from the past week.

Dr. Kosey replied there were no changes. One item that is not in the budget is an electronic sign for Jorie Boulevard. The sign would be at least 300 feet away from a residential area. The Village will meet in March to discuss the electric sign parameters.

Commissioner Suleiman stated that lighting for pickleball at Central Park West should be considered in the future.

Dr. Kosey responded that the park district will work with the Tennis Center to get funding for lighting of tennis courts and pickleball courts.

Commissioner Suleiman questioned the entrance to the Family Recreation Center in terms of safety. She asked about options to increase security in the park district, such as adding a barrier or moving the front desk.

Dr. Kosey stated a barrier or gate would not be possible to add.

Mr. Robert Pechous added that the front desk has been moved up, so moving it more would hinder the flow of the entrance. License plate readers have been installed and cameras are at the entrances of each building.

Commissioner Gondek proposed adding surveillance signs as a preventative measure.

6. REPORTS:

a. Administration and Enterprise Operations Report

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

Dr. Kosey stated that Commissioner Vescovi requested dates of upcoming events which can be found in her report. One event Dr. Kosey would like to add is the Star Party which will be held on Friday, March 8, 2024 at Pinstripes.

Dr. Kosey clarified that the market based salary range adjustment is a range and not the actual salary of each staff member.

Dr. Kosey stated that Bonnie Gibellina, Administrative Services Specialist, has set up the Commissioners' itinerary for the IPRA Conference.

b. Finance and Human Resources Report

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

Mr. Salinas reported that eight months of the fiscal year have been completed. There are surpluses in General, Recreation, and Tennis Center Funds. Transfers will be made from the General and Recreation Funds.

Mr. Salinas communicated that staff will be meeting next week to work on the FY 2024-2025 budget.

President Knitter questioned the low new member enrollment fee.

Dr. Kosey replied that the enrollment fee is not being collected for December and January.

President Knitter stated that the absence of enrollment fees for December and January should be considered for the budget.

c. Recreation and Communications Report

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

Mr. Pechous reported that Holiday Express occurred on a Sunday instead of a week night as in previous years, which seemed to contribute to its success this year.

Mr. Pechous stated that there would be no preschool tomorrow due to the cold. The preschool follows Butler's cold weather closures.

Mr. Pechous reported that the sponsorships came in from UChicago Medicine AdventHealth and for the ice rink. Buona Beef food truck also brought in money for the Foundation during Winter Lights.

d. Parks and Facilities Report

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

President Knitter asked if the ice rink is closed due to the cold.

Mr. Johnson responded that the ice rink is closed due to the cold, which has caused the delay in placing the liner. The liner will go in this week.

President Knitter asked about the temperature in the pool.

Mr. Johnson reported that there is an issue with the old underground wiring. Separate circuits will be added to each heater so if one heater goes out the other is not affected. The leisure pool is heated to 86° F. The lap pool is heated to 79° F to 81° F.

7. UNFINISHED BUSINESS

- a. None

8. NEW BUSINESS

- a. Tennis Center Front Desk Renovation Bid

Mr. Johnson reported that a public bid for remodeling areas such as the front desk of the Tennis center opened today.

- b. Central Park West ADA Improvements Bid

Mr. Johnson reported that a public bid for ADA improvements, renovating the restrooms, and remodeling the front area of Central Park West opened today.

- c. Update to Policy 6.2 General Use Regulations, Section 7.5

Dr. Kosey reviewed this update at the beginning of the meeting.

President Knitter stated that with the present policy a board meeting is required to suspend a person who acts in a threatening manner. This update will allow an immediate suspension of those with a threatening behavior.

- d. Resolution 24-0219: A Resolution Amending the Agreement Between the Oak Brook Park District and Classic Landscape, Ltd. For Turf Grass Mowing

Mr. Johnson stated that the Park District would like to renew its contract with Classic Landscape. Cost remains the same and service has been good.

- e. Ordinance 24-0220: An Ordinance Transferring Funds to and from Several Park District Funds

Mr. Salinas reported that funds from the General and Recreation will be transferred to pay the Capital Projects Funds and Debt Service for the FY 2023-2024.

- f. Market Based Salary Range Adjustment

Dr. Kosey discussed earlier the Market Based Salary Range Adjustment in her report.

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON FEBRUARY 19, 2024, 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 February 19, 2024, at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to adjourn the January 15, 2024, 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 7:23 p.m.



Laure L. Kosey, Executive Director

