

MINUTES
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
July 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, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter answered "present" from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Also present in Canterbury Conference Room was Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Bob Johnson, Deputy Director; 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 JULY 15, 2024 AGENDA
- b. APPROVAL OF MINUTES
 - i. June 17, 2024 Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING JUNE 30, 2024
 - i. Warrant 686

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, 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, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter
Nays: None

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Consent Agenda.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter
Nays: None

4. STAFF RECOGNITION

- a. None

President Knitter suggested inviting staff who have worked for a significant number of years at the Park District for staff recognition.

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to Share Communications

Commissioner Suleiman announced that the Ribbon Cutting was successful.

Commissioner Ivkovic Kelley added that there was a lot of positive feedback at the Ribbon Cutting.

Dr. Kosey stated that the feedback she received is patrons are grateful that the Oaks Amphitheater is accessible and that there are genuine bathrooms.

Dr. Kosey reported that Peter Murphy from the Illinois Association of Park Districts (IAPD) was invited to meet the Board at the August Board Meeting during an Executive Session. The Executive Session will occur immediately before the Regular Board Meeting.

President Knitter added that there will be a discussion on how the Board works together, what the Board is doing well, and what needs to be improved.

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 communicated that the Personnel Policy Manual will be updated. The first reading will be on the August Board Agenda.

President Knitter stated it is the responsibility of the Board to review all sections.

President Knitter asked if the updated changes will be shown.

Dr. Kosey answered that there will be tracking of the changes which will show as red font.

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 on the first two months of the 2024/2025 Fiscal Year (FY). The General Fund has a surplus. The General Fund shows improvement compared to the first two months of the last FY for revenue and expenditure. Field rentals are doing well, and revenues from the daily fees have increased this year compared to last year. The Recreation Fund has a surplus greater than the first two months of the last FY due to an increase in membership and aquatic party rentals and a decrease of expenditures due to fewer capital improvement costs. Tennis Center Fund also has a surplus, there is an increase compared to the first two months of the last FY. The surplus in revenue is due to increased group lessons, camps, and Junior Development lessons. Tennis Center expenditure decreased slightly from the first two months of the last FY due to decreased expenses of capital improvement.

President Knitter asked about the Park District receiving less revenue from the personal property replacement tax this year compared to last year.

Mr. Salinas confirmed that the Park District received less personal property replacement tax. The Park District cannot control this since the taxes come from the state. Payments come every two months and disbursements are not equal payments.

Mr. Salinas stated that the Park District is on target 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 stated that the OKR payouts occurred last month to Part Time staff.

Mr. Pechous reported that Recreation is doing well. Breakaway Basketball had a successful fundraiser offering Mother/Child and Father/Child basketball clinics. Mah Jongg is popular with a high number of registrants in Pioneers. A grant was submitted to bring in Starr Chief Eagle to do cultural programming.

Mr. Pechous stated that the Barks and Brew was canceled due to lightning, so it will be postponed to August. Mr. Pechous communicated that the Marketing Intern has been creating videos and social media posts. The Foundation has been bringing in donations, and a donor purchased three benches.

Commissioner Suleiman suggested adding In-District birthday visit similar to Oak Brook First on the 1st.

d. Parks and Facilities Report

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

Mr. Johnson reported that seasonal staff are tree trimming and cleaning out weeds. Central Park West (CPW) has a delayed opening due to waiting on partition and exterior doors. Two swim meets were hosted in June and one more is coming in July. A slight decrease in morning swim lessons so water exercises are filling the open times.

Mr. Johnson stated that many projects are upcoming in August and September: asphalt, roof replacement, and HVAC.

7. UNFINISHED BUSINESS

a. Tennis Center Exterior Windows Replacement Project Bid

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to reject all bids received for the Tennis Center Exterior Windows Replacement Project.

Commissioner Suleiman questioned the Tennis Center bids being rejected. She asked if the Park District budgeted too low for the project.

Mr. Johnson answered that the bids were higher than expected so the Park District will be reviewing the project again. The architect's suggested window cost was lower than the contractors' bids. There is a volatility in cost, so after another review of the project the Park District will request bids again.

President Knitter suggested the supply chain could contribute to the increase in cost. She also asked if new technology could add to the cost.

Mr. Johnson stated that efficiency and privacy could add to the cost.

Commissioner Suleiman added that a new technology is solar energy embedded into windows.

The motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter
Nays: None

b. Asphalt Replacement Project

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to accept the bid from Evans and Son Blacktop, Inc. for the asphalt replacement project, and to approve an agreement between the Park District and Evans and Son Blacktop, Inc. for a total cost not-to-exceed \$65,809.82.

President Knitter stated that she saw the chosen contractor has many variable costs.

Mr. Johnson communicated that the Park District often receives these lower bids with variable additional costs. The Park District has previously worked with Evans and Son on other projects and will negotiate the variable costs.

The motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter
Nays: None

c. Revision to Personnel Policy Manual Section 3.10 Time-Off Benefits - Bereavement Leave

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Revision to the Personnel Policy Manual Section 3.10 Time-Off Benefits - Bereavement Leave.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter
Nays: None

d. Resolution No. 24-0715: A Resolution of The Oak Brook Park District Approving and Adopting the Debt Management Policy

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Resolution 24-0715: A Resolution Approving and Adopting the Debt Management Policy.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter
Nays: None

8. NEW BUSINESS

a. Resolution No. 24-0819: A Resolution Amending and Restating the Rules for Addressing the Board

Dr. Kosey stated that a flyer was created and will clarify the Rules for Addressing the Board.

Dr. Suleiman stated she appreciated the flyer and pointed to a typo in the flyer.

- b. Resolution No. 24-0820: A Resolution Amending the Cash Management and Investment Policy

Dr. Kosey reported that Resolutions 24-0820, 24-0821, and 24-0822 are policies that the Park District does not have, but the GFOA Budget Award application requires them. The Park District will refer to policies at other Park Districts. A few words will be added to the Investment Policy for Resolution 24-0820.

- c. Resolution No. 24-0821: A Resolution Approving and Adopting the Capital Improvement Policy

Dr. Kosey stated that Resolution 24-0821 is a new policy required for the GFOA Budget Aware application.

- d. Resolution No. 24-0822: A Resolution Approving and Adopting the Financial Reporting Policy

Dr. Kosey stated that Resolution 24-0822 is a new policy required for the GFOA Budget Aware application.

- e. Resolution No. 24-0823: OSLAD Grant Program Resolution of Authorization

Mr. Johnson reported that the Park District is applying for the OSLAD grant for the replacement of existing tennis courts, enhancing the pickleball courts, and replacing the Family Recreation Center playground at Central Park. Grant applications are due in September so certain steps such as the resolution need to be taken before application can occur.

President Knitter confirmed this is a matching grant so must have the funds before getting the matching OSLAD grant.

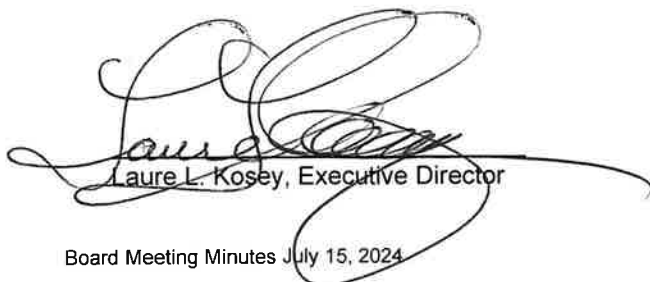
Mr. Johnson stated that Mr. Alin Pop, Superintendent of Enterprise Operations, has been saving for this project.

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON AUGUST 19, 2024, 6:30 P.M.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners will be held on August 19, 2024, 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the July 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 6:54 p.m.



Laure L. Kosey, Executive Director