MINUTES
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
March 17, 2025 – 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 6:31 p.m. Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, 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; Robert Pechous, Director of Recreation and Communications; and Steve Adams, District Attorney.

2. OPEN FORUM

   President Knitter asked if there were any public comments.

   Jim DePhillips, an Oak Brook resident, noted an error on the December 16, 2024 Board Minutes. The minutes incorrectly listed Elizabeth Gossage as the President of the Oak Brook Historical Society. The correction is Elizabeth Arts spoke at the December 16, 2025 Open Forum and is the President of the Oak Brook Historical Society.

   DePhillips communicated that he is happy to read that the Board meetings will be audio recorded. DePhillips asked for details on the audio recording, where it will be located and when it will be shared.

   Dr. Kosey responded that the logistics of the recording will be worked on with the Board. DePhillips stated that he believes recordings should be available soon after a Board meeting.

   DePhillips continued, stating that he was happy to see the consolidated budget and hopes the budget will not change much at the next Board meeting when it is finalized.

   DePhillips concluded with a remark concerning the new section in the FAQ on the District's website. DePhillips stated that the Agency section appears to address a campaign and finds it unethical and illegal for the Park District Board to present this section. DePhillips communicated that this section should be removed.

3. CONSENT AGENDA

   a. APPROVAL OF THE MARCH 17, 2025 AGENDA
   b. APPROVAL OF MINUTES
      i. February 17, 2025 Regular Board Meeting Minutes
      ii. February 24, 2025 Special Board Meeting Minutes
   c. APPROVAL OF FINANCIAL STATEMENT ENDING FEBRUARY 28, 2025
      i. Warrant 694

   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

5. COMMUNICATIONS/PROCLAMATIONS
   a. Board of Commissioners to share communications

      President Knitter shared an email from Don Adler. Adler wrote on the following to be addressed: understandable presentation of the comparative summary of the proposed budget compared to prior year, evaluation of the reserve policy, bifurcation of program and usage of rental income as to the resident and nonresident source, analysis of contribution of margin earned of Park District used by nonresident and resident. President Knitter stated the reserve policy is in the policy manual. The remaining concerns are being worked on by staff.

   b. Fitness Center Revamp

      Bob Johnson reported that the public overwhelmingly voted for Fit Central to be the new name for the Fitness Center

   c. Proclamation in Support of The Conservation Foundation DuPage County River Sweep

      President Knitter presented the proclamation.

      Johnson stated that the River Sweep will occur on April 19, 2025.

      Commissioner Suleiman communicated that the DuPage River Sweep provides a good opportunity for high school volunteer hours.

      President Knitter added that residents and commissioners are welcome to join.

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 reported that the focus for the 10-year Capital Improvement Plan should be on what will occur in the 2025/2026 Fiscal Year (FY), since changes could occur beyond that.

Dr. Kosey stated that Veteran and Military membership has been acknowledged in the past, but there has not been an official policy. The Park District is working on official policy.

Dr. Kosey reported that staff investigated the cost for audio and video recordings in the past; however, the cost was high. With improved technology and cost, staff recommend adding audio recording to the Board meetings, therefore, audio recording is in the budget next year.

Commissioner Ivkovic Kelley asked if the Park District is audio recording the Board meetings, will the public be allowed to video-record.

Dr. Kosey responded that the public is permitted to videorecord the Board meeting.

Commissioner Suleiman asked if there are any regulations on audio storage.

Dr. Kosey responded that the Park District has contacted the Secretary of State to ask the required length of time in keeping the audio recordings.

b. Finance and Human Resources Report

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

Salinas reported on the first ten months of current fiscal year (FY). Salinas stated that operating transfers at the last board meeting have occurred so adjustments will be seen in the financial report. There is surplus in General, Recreation, and Tennis Funds. The Recreation Fund has a smaller surplus compared to last year's FY. The expenditure is under budget.

c. Recreation and Communications Report

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

Pechous reported that programs are going well. Playground Camp is full, but the Park District is hoping to recruit additional counselors so to add more spots. Pioneers did a trip with Oak Brook Terrace to split the cost of bus transportation. Kate Sniegowski, Recreation Manager, received a Food Manger's Certification which will allow expanding food servings at concession. Pechous communicated that Summer and Pioneers Program offerings will be out shortly.

Commissioner Suleiman appreciated that archery and drone programs were added. The 8-13 years age range is a difficult demographic to capture, so these programs will help.

Pechous stated that the Park District partnered with The Recreation Academy, who provided the equipment.

d. Parks and Facilities Report

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

Johnson reported that Jake Stachowiak, Superintendent of Parks, is evaluating the geese repellent systems for this coming FY. Stachowiak has looked at Geese Chasers and the strobe lights and is reviewing a few other options.

President Knitter suggested going with a company for a shorter-term contract such as Geese Police while the Park District reviews the options.

Johnson stated that staff are considering a shorter-term contract. Geese Police have a minimum of a three-month contract. The intention is to find some system to address geese.

Johnson reported the skating rink is removed but the sled hill is still operational. Staff are performing the Fire Marshall's recommended updates for the FRC, CPW, Maintenance, and Tennis Center. Pink 5K registration is open.

President Knitter asked if the animals in the Saddle Brook barn are gone.

Johnson responded that staff collaborated and cleared out the barn to prepare for the Open House on April 26th at 10:00 a.m.

7. UNFINISHED BUSINESS

a. Mowing Services Bid

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to reject the bid from JFV Landscaping in the amount of $1,166.67 for weekly mowing, to accept the bid from Advanced Landscaping in the amount of $1,713 for weekly mowing and the alternate bid in the amount of $2,600 for fall leaf cleanup, and to approve a contract with Advanced Landscaping for a cost not-to-exceed $1,713 for weekly mowing, and an annual cost not-to-exceed $2,600 for fall leaf cleanup.

Commissioner Suleiman asked why the fall cleanup cost is higher than the weekly mowing.

Johnson stated that the services are for Central Park and the satellites. More time is spent cleaning out the beds, cutting down vegetation, and fall cleanup is more labor intensive than mowing. Fall cleanup is usually completed in one to two days.

Commissioner Suleiman asked why contract Advanced Landscaping when there is a lower bid.

Johnson responded that the lowest bidder does not have experience in commercial work.

Commissioner Suleiman asked if it is possible to renegotiate the fall clean up with Advanced Landscaping.

Johnson responded that the Park District can renegotiate. The motion can be approved since the cost will not exceed $2,600 for fall leaf cleanup.

Commissioner Suleiman stated that since the company is being hired for weekly mowing, it may be possible to negotiate a lower fall cleanup.

Johnson stated he will attempt to renegotiate the fall cleanup cost.

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

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

b. Request for Proposals: Waste and Recycling Collection Services

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to accept the proposal for Waste and Recycling Services from SBC Waste Solutions, Inc. and to approve an agreement between the Oak Brook Park District and SBC Waste Solutions, Inc. for waste and recycling collection services for a total monthly cost not-to-exceed $660.

Commissioner Vescovi asked if there is as much garbage in the winter as in the summer.

Johnson responded that the Park District reduces the number of pickup if garbage is lower. Weekly cost is based on the number of pickups.

The motion passed by roll call vote.

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

8. NEW BUSINESS

a. Budget for Fiscal Year 2025 – 2026

The tentative Budget and Appropriation Ordinance 25-0421 for Fiscal Year May 1, 2025 – April 30, 2026 has been placed on public display for thirty days following the publication notice in the Doings – Oak Brook Newspaper on March 20, 2025. The Budget and Appropriation Ordinance encompasses all previous reviews by the Board of Commissioners. The Public Hearing is scheduled to occur at the April 21, 2025 regular meeting of the Board of Commissioners for the purpose of receiving public comments on the Budget and Appropriation Ordinance. A Legal Notice of the Public Hearing will be published in the Doings – Oak Brook Newspaper on April 10, 2025.

Salinas reviewed the changes made to the budget since February 24, 2025, which can be found in the Park District's records.

President Knitter summarized that the revenue would increase while expenditure would decrease for the next FY.

b. Ten Year Capital Improvement Plan

Dr. Kosey reviewed the Capital Projects for FY 2025-2026, which can be found in the Park District's records.

Dr. Kosey explained the purpose of purchasing an LED digital poster would be helpful for Movies in the Park. The digital display will allow movies to be played earlier before it gets dark.

President Knitter confirmed that the LED digital poster is not a digital sign.

Dr. Kosey reported that a lot of work was completed for the Aquatic tiles, but the tiles being addressed in the coming FY are tiles on vertical surfaces.

President Knitter asked which building is having roof maintenance.

Johnson stated that the front entry of the Family Recreation Center will have roof maintenance.

Dr. Kosey clarified that the Gabion Weir Replacement is the Bridge Replacement project, which will only be completed when the Park District receives the federal grant.

President Knitter stated that replacing the parking spaces on Forest Gate that the Village is removing is not listed in this Capital Project.

Dr. Kosey responded that the thirteen parking spaces are budgeted but not for the next FY.

President Knitter expressed that adding parallel parking along the road would be more cost-effective than relocating parking to a different area.

Johnson responded that the Village may not allow parking spaces next to the road due to the easement.

Dr. Kosey stated that thirteen parking spaces may be removed after Little League ends in later June or early July.

Commissioner Suleiman asked if there really is a need for thirteen parking spaces.

Dr. Kosey confirmed those parking spaces are needed. There will be increasing congestion in the parking lot without the thirteen spots. There have been complaints about the traffic in the parking lot.

President Knitter stated that the Park District should discuss with the Village to use the easement for parking. The cost would be best for the Park District to widen the road instead of creating spaces elsewhere.

Dr. Kosey reported that the Saddlebrook barn exploration will be decided next year. There is money earmarked for the barn.

President Knitter stated most of the projects for Capital Projects are for maintenance. President Knitter asked the Commissioners if there were any projects that have a higher priority for them.

Commissioner Suleiman agreed that the software integration for SharePoint is needed.

Dr. Kosey stated that coordinating the budget presentation was challenging, only one person could work on the presentation at a time so SharePoint would be helpful.

Pechous added that the reason for the higher cost is due to converting old files to be able to move them to the cloud. Servers are getting older and more expensive, so it is best to move files to the cloud.

Commissioner Suleiman asked if the pickleball courts are included in the Capital Projects.

Dr. Kosey stated that the pickleball courts were not funded.

Commissioner Suleiman asked if the Park District would reapply for the grant for the pickleball courts.

Dr. Kosey responded that the Park District will apply for the grant again.

c. Ordinance 25-0422: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meeting.

President Knitter stated that the vote on Ordinance 25-0422: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meeting. will be at the next meeting.

d. Sections 2 and 3 – Administrative Policies and Procedures Manual

President Knitter asked the Commissioner to please review the manual. The vote on the Sections 2 and 3 – Administrative Policies and Procedures Manual will be at the next meeting.

e. Veterans and Military Membership

President Knitter stated that the vote on the Veterans and Military Membership policy will be at the next meeting.

f. Strategic Plan 2025-2029

President Knitter stated that the vote on the Strategic Plan will be at the next meeting.

9. ENTER CLOSED SESSION: For the purpose of the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d) of the Open Meetings Act; and for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District, or Legal Counsel for the District pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to enter Closed Session for the purpose of discussing the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d) of the Open Meetings Act; and for the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District, or Legal Counsel for the District pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act.

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

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

The Board of Commissioners entered the Closed Session at 7:09 p.m.

10. CLOSED SESSION
    a. Semi-Annual Review of Closed Meeting Minutes for Release
        i. Resolution 25-0423: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1989 through February 2025

    b. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the District or Legal Counsel for the District

11. ARISE FROM CLOSED SESSION AND RESUME THE OPEN SESSION
Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to arise from Closed Session at 7:20 p.m. and resume the Open Session. The motion passed by voice vote, and the Open Session resumed.

12. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON APRIL 21, 2025, 6:30 P.M.

    President Knitter announced the next Regular Meeting of the Oak Brook Park District Board of Park Commissioners will be held on April 21, 2025 at 6:30 p.m.

13. ADJOURNMENT

    Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the March 17, 2025, 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 7:21 p.m.

Dr. Laure L. Kosey, Executive Director