

**MINUTES**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**November 18, 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, and President Knitter answered “present” from the Oak Brook Park District Family Recreation Center, Canterbury Conference Room. Commissioner Vescovi was absent. 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; and Steve Adams, District Attorney.

2. OPEN FORUM

President Knitter asked if there were any public comments.

Richard Knitter, an Oak Brook resident, encouraged the Park District to demolish the barn located at Saddle Brook due to it being a hazard. Knitter thanked the Board and the staff for their work.

Ron Ahren, an Oak Brook resident, stated that the Saddle Brook barn may have historical value and suggested that the Park District donate the barn to the Saddle Brook HOA instead of paying to have the barn demolished.

President Knitter responded that the Park District consulted with the Oak Brook Historical Society and found that the barn does not have any historical value. President Knitter asked if the HOA was interested in purchasing the barn.

Bob Johnson stated that the Saddle Brook HOA had previously approached the Park District to donate the barn so that it could be built into a community center. The HOA met with the Village Manager and the Director of Development Services to review the condition of the barn. The work would be overwhelming for the HOA since there are no utilities or a foundation for the barn.

President Knitter stated that the barn and land would not be donated; however, the Park District could discuss selling the barn and land to the HOA.

Johnson added that there is no parking or accessible road to the barn, so the use of the barn would be challenging.

3. CONSENT AGENDA

a. APPROVAL OF THE NOVEMBER 18, 2024 AGENDA

b. APPROVAL OF MINUTES

i. October 21, 2024 Regular Board Meeting Minutes

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- c. APPROVAL OF FINANCIAL STATEMENT ENDING OCTOBER 31, 2024  
i. Warrant 690

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, and President Knitter

Nays: None

Absent: Commissioner Vescovi

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, and President Knitter

Nays: None

Absent: Commissioner Vescovi

4. STAFF RECOGNITION

- a. None

5. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to Share Communications

Commissioner Suleiman complimented the Tennis Center sign.

Commissioner Gondek reported that the open space funding for DuPage County Forest Preserve was approved.

- b. Capital Improvement Project Priorities

Dr. Kosey reported that the Park District is working on a new budget process for the GFOA budget award. One of the criteria is prioritizing long-term Capital Improvement Projects.

Staff reviewed and ranked each Capital Improvement Project and found the cost to be high. Because of the high cost, the Park District will try to efficiently accomplish the projects and pursue other grants. The Tennis Center renovation of the tennis courts is projected to be completed by 2027. The Tennis Center is an enterprise fund, so it does not receive any of the tax levy.

The permitting for Ginger Creek Bridge Replacement Project has begun, and the Park District will receive the entire grant without having to match it. The project will be in the next budget year.

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The OSLAD grant has been applied for the pickleball courts and playgrounds. The Park District passed the first stage of the OSLAD grant. The OSLAD grant is a matching grant that must go to the pickleball courts and playgrounds. If the Park District does not receive the grant, then the pickleball courts and playgrounds will not be replaced. Instead, the Park District will scale back on the work and find alternative ways to improve it.

President Knitter confirmed that the Park District will look at good alternatives if the OSLAD grant is not given.

Commissioner Suleiman asked if the Park District can reapply for the OSLAD grant.

Dr. Kosey responded that the Park District could reapply.

c. Presentation of the Annual Report

Dr. Kosey presented the Annual Report for FY 2023-2024 which can be found on the website. Many park districts rely heavily on their tax levy. Oak Brook Park District relies more on charges for services and programs than the tax levy. Property tax distribution is also in the Annual Report.

d. Strategic Plan 2020-2024 Annual Review

Dr. Kosey reported the Strategic Plan is in its last year so the new strategic plan will be presented in May, 2025.

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 Tennis Center will review and implement the Board's feedback for the Tennis Center Business Plan and will provide more communication.

Dr. Kosey stated that Tennis Center staff presented the move from part-time custodial to full-time. The full-time custodian will take on more special projects, and Stephan Garay, Tennis Center Facility Maintenance Manager, will train the full-time custodian.

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 Financials ending October 2024. Personal Property Replacement Tax is low, property tax and investments are doing well, and membership has increased. Expenses for the Recreation Fund are higher due to capital improvement projects that have occurred this year.

c. Recreation and Communications Report

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

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Pechous reported that revenue was good in October due to the tournaments and good weather. Mah Jongg moved to Central Park West (CPW). Monster Mash Dance party is new this year. Trick or Treat Trail did well with many in attendance. The new Birthday Initiative has begun where a member can invite a guest on their birthday. The Park District IT is participating in the PDRMA Cybersecurity Program as a mid-size agency. Corporate Community Relations has brought in many sponsorships. Ace Hardware donated to the Winter Light Walk.

Dr. Kosey encouraged Oak Brook residents to complete their Community Survey.

President Knitter added that Monica Lockie, Recreation Manager, asked Pioneers at Mah Jongg to complete the Community Survey.

d. Parks and Facilities Report

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

Johnson reported that many oak trees were given away to those who added an Oak Leaf on the wall during Oaktober Celebration. Staff have been working on Winter Lights, and the Parks Department is preparing for winter.

Johnson stated that Rob Bond, Superintendent of Aquatic & Maintenance Operations, is preparing for a new event, the Frosty Float Cardboard Boat Regatta. There will be prizes for best boat design, fastest to cross the pool, and most crossings in the pool. There may be 1 or 2 drivers in the boat.

The Park District had the annual fire drill at the Family Recreation Center and the Tennis Center. Thirty-three new fitness membership sign-ups occurred at the Park District Birthday Celebration. On December 1<sup>st</sup>, the Park District will host its first CPR/AED training for residents.

Valerie Louthan, Superintendent of Facilities, reported that the CPR/AED training will be hosted quarterly by Kara Smith, Fitness Supervisor. The first registration is full, but two more sessions will be conducted next year.

7. UNFINISHED BUSINESS

a. Revisions to the Personnel Policy Manual

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Revisions to the Personnel Policy Manual.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

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b. Employee Health Insurance Contract

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Employee Health Insurance Contract.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

c. Acceptance of the Oak Brook Park District's Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended April 30, 2024

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to accept the Oak Brook Park District's Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended April 30, 2024.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

d. Approval of a Travel Expense for Commissioner Attendance at the 2025 IAPD/IPRA Annual Conference, January 23 - 25, 2025 at the Hyatt Regency Chicago

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the travel expense for Commissioners Gondek, Commissioner Kelley, Commissioner Suleiman and President Knitter for the purpose of attending the 2025 IAPD/IPRA Annual Conference, January 23 – 25, 2025 at the Hyatt Regency Chicago.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

e. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference held in Atlanta, Georgia, October 8-10, 2024

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the travel expenses for Commissioner Ivkovic Kelley, Commissioner Suleiman, and President Knitter's attendance at the National Recreation and Park Association Conference held October 8-10, 2024 in Atlanta, GA.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

**8. NEW BUSINESS**

- a. Ordinance No 24-1216: An Ordinance Levying Taxes and Assessing Taxes for the Fiscal Year 2025-2026 of the Oak Brook Park District of DuPage and Cook Counties, Illinois.

Salinas stated that the Park District is requesting a 2024 tax levy to be collected to fund operations and pay debt for Fiscal Year (FY) 2025 to 2026. DuPage and Cook counties will extend a final tax levy that is lower than the amount the Park District requests.

- b. IAPD Annual Business Meeting Credentials

Dr. Kosey will be attending the IAPD Annual Business Meeting Credentials.

- c. 2025 Board Meeting Dates

Dr. Kosey announced that the Board Meeting dates will be on the third Monday of each month in 2025 except for September. Due to the National Conference, the Board Meeting in September will be on the fourth Monday.

- d. Ordinance 24-1217: An Ordinance Declaring Surplus Personal Property and Authorizing Conveyance or Sale Thereof

President Knitter stated that surplus personal property is listed.

- e. Part Time Competitive Wage Increase

President Knitter asked that the wage increase comparisons be with agencies similar to the Oak Brook Park District.

Dr. Kosey stated that to remain competitive in hiring the Park District would like to increase the minimum wage to \$16/hour. To offset the wage increase, there will be an increase in out-of-district guest and program fees.

President Knitter commented that attracting good hires and not increasing resident fees is a good plan.

Commissioner Suleiman stated that one attraction to working at the Oak Brook Park District is that employees can move up to management.

President Knitter appreciates the modest increase.

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9. ENTER CLOSED SESSION: For the purpose of discussing Pending, Probable, Or Imminent Litigation pursuant to 5 ILCS 120/2(C)(11) Of the Open Meetings Act

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve to enter Closed Session for the purpose of discussing Pending, Probable, Or Imminent Litigation pursuant to 5 ILCS 120/2(C)(11) Of the Open Meetings Act.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter

Nays: None

Absent: Commissioner Vescovi

The Board of Commissioners entered the Closed Session at 7:10 p.m.

10. 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 7:32 p.m. and resume the Open Session. The motion passed by voice vote, and the Open Session resumed.

11. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON DECEMBER 16, 2024, 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 December 16, 2024, at 6:30 p.m.

12. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the November 18, 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 7:32 p.m.



Dr. Laure L. Kosey, Executive Director