

MINUTES
REGULAR MEETING OF THE
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS
September 16, 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, Canterberry Conference Room. Commissioner Vescovi was absent. 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 SEPTEMBER 16, 2024 AGENDA
- b. APPROVAL OF MINUTES
 - i. August 19, 2024 Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING AUGUST 31, 2024
 - i. Warrant 688

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, 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. Stephanie Ter Bush, Aquatic Manager
- b. Stephan Garay, Tennis Center Facility Maintenance Manager

The Board welcomed Stephanie Ter Bush and Stephan Garay.

5. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to Share Communications

President Knitter reported that the Village of Oak Brook informed the Park District that the parking spots on Forest Gate Road along the baseball fields will be removed. A traffic study requested by the Forest Gate HOA was conducted and found there are safety issues with those parking spots. According to this traffic study, a median and removing the parking spots would improve safety. A previous traffic study in 2019 found that a median would not improve safety.

Little League will be informed of the loss of parking spaces.

Commissioner Suleiman asked what safety issues were found.

Dr. Kosey stated that she requested the traffic study, but she has not received it yet.

Commissioner Gondek responded that one of the safety issues is when a child runs to the road when entering the car on that side.

Dr. Kosey reported that in the past there were twenty parking spaces on the south side and thirteen spaces on the north side of Forest Gate Road. As a compromise, the Park District removed twenty spaces on the south side. Also, trees were placed at the request of Forest Gate HOA to hide the lights at the baseball fields. With the removal of the thirteen parking spaces on the south side of the road, the trees will need to be removed to enlarge the inner parking lot. Also, the added costs to add parking in the inner parking lot will affect the Park District Capital Projects. The Park District requested the Village assist funding with additional parking spots.

b. Master Vision Annual Review

Dr. Kosey stated that the Master Vision needs to be reviewed annually to ensure the Park District is going in the right direction. If there are items in the Master Vision that need to be changed, those items are placed in the strategic plan which will be reviewed in November.

President Knitter agreed that the Park District should be prepared to evolve. The state could mandate electric cars which could affect the Park District fleet, and the Park District should consider that demographics could change in Oak Brook.

c. Ryan Massengill, Gateway Special Recreation Association

Ryan Massengill presented Gateway Special Recreation Association and provided a packet of items she reports to the Gateway Board meetings.

President Knitter had asked if the Park District employs any of the Gateway members.

Ms. Massengill stated that Oak Brook Park District has had opportunities to employ Gateway members.

Commissioner Suleiman asked if the Elevate population also participates in the Gateway programs.

Ms. Massengill responded that the Elevate members are community members not involved in day services and the age for Elevate starts at twenty-two years old.

Commissioner Suleiman appreciates that there are more age categories for the members. Commissioner Suleiman then asked if Gateway is fully staffed.

Ms. Massengill stated that there are enough staff who can manage the work well.

6. REPORTS:

a. Administration and Enterprise Operations Report

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

The Tennis Center approached the Leadership Team to change the custodial position from part-time to full-time. The Tennis Center will provide specific details to justify the increase in hours to Dr. Kosey.

Dr. Kosey reported that the Federal Grant agreement for the bridge has arrived.

Mr. Bob Johnson stated that the Federal Government needs to approve the grant agreement, and multiple entities will be involved in completing the grant agreement. The Park District was informed that there will be more time to complete the project once the grant agreement is approved.

Dr. Kosey requested feedback on the Personnel Policy be sent to her. Changes will be noted next month for approval.

b. Finance and Human Resources Report

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

Mr. Salinas is reporting on the four months of the fiscal year. General, Recreation, and Tennis Center Funds are in surplus.

Mr. Salinas reported that the personal property replacement tax has decreased, but investment income and membership and program revenues have increased.

President Knitter asked for clarification of the personal property replacement tax such that the Park District does not receive the full requested funds.

Mr. Salinas stated that the Park District does not request the amount of funds, instead the state decides on how much to disburse the funds. For the past few years, these funds have been decreasing.

Dr. Kosey confirmed that when the Park District levies the tax and asks for the full amount, the state gives the Park District less and does not disburse that full amount.

Mr. Salinas stated that the Pioneer Program revenues have increased significantly.

At the October Board meeting, a representative from the audit firm will come to present the audit report.

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 the Get Better League registration went well. Clear Touch TV's have replaced the Smart Boards. There have been many Pioneer trips and events in August. Trick or Treat Trail will be early this year on October 5, 2024. Marketing has been working on Celebration of International Cultures materials. New network wiring has been installed at Central Park West.

Commissioner Suleiman asked if the Birthday opportunity will be added to the OKR's five new opportunities for in-district residents.

Mr. Pechous responded that the Birthday opportunity will be added and introduced at the Oak Brook Park District Birthday event in November.

President Knitter added that the Theater Thursday Giveaway that has also been added to the OKR's appeared to be popular.

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 three HVAC units have been replaced at the Recreation Center and the HVAC for aquatics will be connected and begin to run this week. Multiple major projects took place simultaneously in the Aquatic Center. Flooring was replaced, all windows were tinted, sound system was installed, painting and cleaning occurred, and new life floor tile system was installed.

The administration office had carpet replacement and new cubicles installed. Parking lot had restriping work and cracks filled. Asphalt replacement work starts this week. Roof project is complete; there are flags on the roof for the manufacturer to confirm that the work is complete.

7. UNFINISHED BUSINESS

a. Fitness Equipment Lease

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve a three-year lease agreement between the Oak Brook Park District and National Cooperative Lease for a total cost not-to-exceed \$144,334.05.

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

- b. Resolution No. 24-0916: A Resolution Authorizing Intervention in Property Tax Assessment Appeals

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Resolution No. 24-0916: A Resolution Authorizing Intervention in Property Tax Assessment Appeals.

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. Revisions to the Personnel Policy Manual

Dr. Kosey stated the Board will approve the edited Personnel Policy Manual at the next Board meeting. If there are any questions, please contact her.

Commissioner Gondek asked if all the changes have been previewed and approved by the attorney.

Dr. Kosey responded that PDRMA Risk Management, the State, and the attorney have previewed and approved the changes.

- b. Resolution 24-1023: Community Project Funding Grant Agreement Resolution of Authorization

Mr. Johnson stated that this is the first step in accepting the grant, the second reading may not occur at the next meeting.

- c. Ordinance 24-1021: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

President Knitter announced that if there is any discussion of the Destruction of the Verbatim Record of Certain Closed Meetings will occur in the Closed Session.

9. ENTER CLOSED SESSION: For the purpose of discussing Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); and for 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.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve to enter into closed session for the purpose of discussing Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21); and for the Semi-Annual Review of Closed Meeting Minutes pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2.06(d).

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

10. CLOSED SESSION

- a. Discussion of March 18, 2024 Closed Meeting Minutes
- b. Semi-Annual Review of Closed Meeting Minutes for Release
 - i. Resolution 24-1022: A Resolution Regarding the Review of Minutes for Closed Meetings from January 1, 1989 through August 31, 2024

11. ARISE FROM CLOSED SESSION AND RESUME THE OPEN SESSION

- a. Approval of March 18, 2024 Closed Meeting Minutes

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve March 18, 2024 Closed Meeting Minutes.

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

12. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON OCTOBER 21, 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 October 21, 2024, at 6:30 pm.

13. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the September 16, 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 7:30 p.m.



Laure L. Kosey, Executive Director