

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
October 16, 2017 – 6:30 p.m.
Canterberry Room**

1. CALL TO ORDER REGULAR MEETING OF THE BOARD OF COMMISSIONERS AND ROLL CALL

Vice-President Carson called the Regular Meeting to order at 6:30 p.m. in the Recreation Center's Canterberry Room. Commissioners Truedson, Tan, Trombetta, and Carson answered "present." President Knitter was absent at the time of roll call. Also present were Laure Kosey, Executive Director, Marco Salinas, Chief Financial Officer, Dave Thommes, Director of Recreation, and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

Vice President Carson asked if there were any public comments.

There were no public comments.

3. CONSENT AGENDA

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to approve taking a single omnibus vote on the Consent Agenda, as presented.

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

Ayes: Commissioners Truedson, Tan, Carson, and Trombetta,

Nays: None

Absent: President Knitter

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to approve the October 16, 2017 Consent Agenda.

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

Ayes: Commissioners Truedson, Tan, Carson, and Trombetta.

Nays: None

Absent: President Knitter

a. APPROVAL OF October 16, 2017 AGENDA

b. APPROVAL OF MINUTES

i. September 18, 2017 Regular Meeting Minutes

ii. October 5, 2017 Special Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING September 30, 2017

i. Approval of Warrant No. 604

4. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

This item was discussed after "Item b. Presentation of the Audit Report".

Commissioner Trombetta said last Thursday he attended the Sports Core Long Range Planning Committee Meeting which was also attended by Village President Lalimalani, Village Trustee Baar, Chris Thompson, Manager of the Bath & Tennis Club, and several other residents. He said the Village board members who were in attendance seemed to believe that the Park District would be taking over the daily operations of the Bath & Tennis Club.

Commissioner Trombetta said he told those in attendance at the meeting that the Village Board recently accused the Park District, at a public Village Board meeting, of lying, being deceitful, and of mismanaging its money and that the Park Board is not happy.

President Knitter said she received a telephone call today from Village Trustee Moin Saiyed regarding the Village's wish for the Park District to take over the Bath & Tennis Club's daily pool operations. President Knitter said she too expressed her disappointment with the Village Board to Trustee Saiyed, noting that the Village Board did not stand up against the false accusations made by one of its Trustees. President Knitter said consequently, there is no trust between the Boards.

Commissioner Tan said he took the Trustee's accusations very personally and that it is very unfortunate that none of the other Trustees spoke up against his disparaging remarks and should not have allowed his comments to stand. Commissioner Tan also said that he believes the Park District would be set up to fail if it took over the Bath and Tennis Club's daily pool operations and that we have more than enough projects to keep staff busy.

Commissioner Truedson said that historically, the relationship between the Village and Park District boards has run hot and cold but agreed with President Knitter when she remarked that the operational relationship between Village and Park District staff is really good.

After a lengthy discussion, the Board concurred to not proceed with drafting a proposal for lifeguard services at the Bath & Tennis Club.

The Board also concurred that at present, there is no respect from the Village Board for the Park District.

The Board did make note that Trustee Asif Yusuf was a very good supporter of the Park District during approval process of the Park District's Special Use Permit.

Commissioner Tan congratulated Mr. Salinas and his department for the clean audit.

President Knitter said she heard many great comments about the Haunted Forest. She also suggested having goblins and other entertainers roam the line next year to keep people entertained during the wait.

President Knitter gave thanks to Village Trustee Yusuf for his donation of pumpkins for the Haunted Forest event.

- b. Presentation of the Audit Report by Sean Hickey, Lauterbach & Amen, LLP

This item was discussed before "Item a. Board Communications".

Mr. Sean Hickey, of Lauterbach & Amen, LLP presented his firm's audit report, a copy of which can be found in the Park District records.

Sharon Knitter entered the meeting at 6:33 p.m.

There were no questions regarding the audit report.

- c. Oak Brook Park District receives accreditation status from the Commission for Accreditation of Park and Recreation Agencies (CAPRA), which accredits park and recreation agencies for excellence in operation and service.

Ms. Kosey announced that the Park District recently received accreditation status from the Commission for Accreditation of Parks and Recreation Agencies. She said the Park District is one of only 200 agencies in the U.S. that have made this achievement and only ten of which are in the State of Illinois. She noted that it renews every five years.

A picture was taken.

5. STAFF RECOGNITION

- a. None

6. REPORTS:

- a. Administrative, IT, and Marketing Report

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

Ms. Kosey said that during meetings with the Village for the District's application to amend the Special Use Ordinance for the Central Park Improvements project, Little League expressed deep concern for the safety of the players due to the adjustments made to the Ball Field Lights. Forest Gate Homeowners Association became concerned of possible legal action by players if they are injured on Ball Field 1 which may be contributed to the adjustments to the ball field lights to accommodate Forest Gate concerns. After discussion with the Village Board, it is now required to add language to the Little League Ball Field Rental Agreement. The Village required that Forest Gate approve the language of this Agreement. She said Forest Gate did review the draft Agreement and made several changes, but none were significant. Little League has shown willingness to abide by the requirement and has signed the agreement. She said the Agreement will be up for Board approval later in the meeting and that she will need it when meeting with Wight & Co. later this week.

Ms. Kosey said the new website is ready to launch but that she expects there to be bugs at first, which is typical when launching a new website.

President Knitter suggested launching the website in parts and/or to track high and low times for website usage so that it can be launched when the site is typically not as busy.

There were no further comments regarding Ms. Kosey's report.

b. Finance & Human Resources Report

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

Mr. Salinas reviewed various financial schedules with the Board and noted that the Park District is experiencing a year-to-date surplus.

Mr. Salinas said he recently met with representatives for the new financial software. He said they will be on site in November to observe our day-to-day financial operations and that the target date for the conversion is February 5, 2018. He said in the meantime, there is a lot of work to be done.

There were no comments regarding Mr. Salinas' report.

c. Recreation & Facilities Report

Dave Thommes presented his report, which can be found in the Park District records.

Mr. Thommes said that the Haunted Forest only ran one night due to inclement weather and that it still took in \$7,000, which is very good.

Mr. Thommes said the locker room project is moving along very nicely.

Commissioner Truedson began a discussion regarding the security procedures for admission payments at the Haunted Forest. Ideas were suggested for next year which include hiring an off-duty police officer for each night of the event, though the event only runs three hours per night.

There were no further comments regarding Mr. Thommes' report.

d. Parks & Planning Report

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

Mr. Johnson discussed the various fall plantings that he and his staff are working on and also work completed at the Dean Nature Sanctuary which included harvesting the honey from the hives and stocking a small supply of fish in the pond.

There was discussion about making the Dean Nature Sanctuary's boat launch more usable including the idea of removing one of the flagstones to reduce the height of the launch. Ms. Kosey said staff is currently working on a few ideas regarding this matter.

Mr. Johnson said there was no significant damage to Park District property from the recent heavy rains.

There were no comments regarding Mr. Johnson's report.

7. UNFINISHED BUSINESS

a. Request for Proposals for Waste and Recycling Collection Services

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to accept the proposal from Waste Management, Inc., for waste and recycling services, and to authorize an agreement between the Oak Brook Park District and Waste Management, Inc. for a monthly contract cost of \$475.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta, and President Knitter

Nays: None

8. NEW BUSINESS

a. Resolution 17-1017: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000 or More for the Family Locker Room Renovation with CW Burns Co., Inc. (**Requires Board Action at this meeting.)

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to waive the Board's rules to approve at this meeting, Resolution 17-1017: A Resolution authorizing and approving a change order involving an increase in the contract price of \$10,000 or more for the Family Locker Room renovation with CW Burns Co., Inc. for shower handle extension.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta, and President Knitter

Nays: None

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Resolution 17-1017: A Resolution authorizing and approving a change order involving an increase in the contract price of \$10,000 or more for the Family Locker Room renovation with CW Burns Co., Inc. for shower handle extensions.

Mr. Thommes said since we kept the old control boxes and with the new tile, the handles needed to be upgraded to longer ones. He said the actual cost for this upgrade is \$341.

Ms. Kosey noted that the law requires that a motion to approve a change order state that it covers expenses up to \$10,000, but to clarify the actual cost of the change order, additional language in the motion can be included which will state the actual cost.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta, and President Knitter

Nays: None

- b. Resolution 17-1018: A Resolution Authorizing and Approving the Oak Brook Little League Rental Agreement (**Requires Board Action at this meeting.)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to waive the Board Rules, to authorize and approve at this meeting the Oak Brook Little League Rental Agreement.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta, and President Knitter
Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to waive the Board Rules, to authorize and approve the Oak Brook Little League Rental Agreement as presented.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta, and President Knitter
Nays: None

- c. Oak Brook Park District Agreement for Naming Rights (**Requires Board Action at this meeting.)

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to waive the Board Rules, approve at this meeting, the Oak Brook Park District Agreement for Naming Rights.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta, and President Knitter
Nays: None

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve the Oak Brook Park District Agreement for Naming Rights.

Ms. Kosey said she wants to be proactive with this matter because she is beginning discussions and negotiations with possible donors for naming rights for the universal playground. She clarified that she would notify the Board with any received proposals.

It was noted that naming rights would be in effect for 25 years which is the average life of a playground.

For comparison purposes, Ms. Kosey reviewed the current naming rights agreements for Cori's Way and the Turf Field with Evergreen Bank.

The Board concurred to give its proxy to Ms. Kosey to negotiate the naming rights. Ms. Kosey said she will work with Commissioner Tan when in negotiations.

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

Ayes: Commissioners Truedson, Tan, Carson, Trombetta, and President Knitter

Nays: None

9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON November 13, 2017, 6:30 p.m.

President Knitter announced the next meeting of the Oak Brook Board of Commissioners will be held on November 13, 2017, at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to adjourn at the hour of 7:24p.m.

There was no discussion and the motion passed by voice vote.



Laure L. Kosey, Executive Director