

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
June 19, 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 6:32 p.m. in the Recreation Center's Canterberry Room. Commissioners Truedson, Tan, Trombetta and Vice-President Carson answered "present." President Knitter was absent at the time of roll call. Also present were Laure Kosey, Executive Director, Dave Thommes, Director of Recreation and Facilities, Marco Salinas, Chief Financial Officer, and Nicole Karas, Park District Attorney. Bob Johnson, Director of Parks and Planning was absent.

2. OPEN FORUM

Vice-President Carson asked if there were any public comments.

There were no public comments.

3. CONSENT AGENDA

- a. APPROVAL OF June 19, 2017 AGENDA
- b. APPROVAL OF MINUTES
 - i. May 15, 2017 Regular Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING May 31, 2017
 - i. Approval of Warrant No. 600

Motion: Commissioner Tan made a motion, seconded by Commissioner Truedson, 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: Commissioner Truedson, Tan, Trombetta, and Vice President Carson

Nays: None

Absent: President Knitter

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to approve the Consent Agenda as presented.

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

Ayes: Commissioner Truedson, Tan, Trombetta, and Vice President Carson

Nays: None

Absent: President Knitter

4. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

Commissioner Truedson stated that there was a segment on athletics and children recently shown on the television show, Good morning America. It stated that working out has a robust impact on their minds and leads to increased neurocognitive abilities. He said the Park District should provide a link to this research on its website.

Laure Kosey said that the newly elected Village Trustee, Moin Saiyed, approached her about the Park District taking over the Sports Core; not the golf course. She said she told Trustee Saiyed that there have already been several discussions about this matter. Ms. Kosey noted that it is her belief that Trustee Saiyed reached out on his own and to confirm, called the Village Manager who confirmed that this proposal by Trustee Saiyed has no traction.

Commissioner Carson said consideration of this idea should only be discussed if Trustee Saiyed has the backing of the entire Village Board.

Commissioner Truedson said he already needs to speak with Trustee Saiyed regarding another matter and will tell him at that time that the Park District is not interested.

President Knitter entered the meeting at 6:36 p.m.

President Knitter agreed with the rest of the Board in that unless anything has truly changed, the Park District will not waste its time discussing this issue.

Mr. Kosey said she will tell Trustee Saiyed that the Park District will only respond if there is an official request presented by the Village Board.

Commissioner Carson said the flowers and grounds in Central Park look great.

Commissioner Tan commended Ms. Kosey and staff on their great job in communicating the changes due to begin in August with the locker room renovations.

b. Proclamation: "July is Park and Recreation Month!"

President Knitter signed the Proclamation and a picture was taken.

c. Status Review of the Central Park Improvements – Central Park OSLAD Grant Project

Ms. Kosey presented a review of the Master Plan and all materials presented can be found in the Park District records.

Ms. Kosey noted to the Board that there will be no Phase II grant funding coming from the State.

In regard to the archery site which is proposed in Phase I, Commissioner Tan asked if there will be anything to prevent arrows from going astray.

Ms. Kosey said there would be protection provided to stop stray arrows. and that the site will only be used for archery programming, not individual use. When programming is not taking place, the area will simply be a grassy knoll with no targets on site.

There was a lengthy discussion regarding the proposed LED lights for baseball field #1. Examples were presented showing how the LED lights that will be installed compare to current and average field lighting. With the LED lighting, there is virtually no spillover.

Commissioner Truedson said that there have been times when people have complained of adjacent areas being too dark when fields are lit by these LED lights. It was suggested that solar lighting be installed along pathways.

Ms. Kosey noted that parking lot lighting will not change and that she is currently working with the contractor to properly place the LED lights that face Forest Gate.

It was also noted during this discussion that the Village has jurisdiction of the parking spaces along Forest Gate Road.

In regard to the proposed universal playground, the cost for this project, \$608,000, will be achieved completely through fundraising.

President Knitter said it is important to have a fallback plan in place for the universal playground. If the needed funding is not obtained, then funds for a regular playground must come from the capital projects fund.

President Knitter asked when the deadline is for the Park District to decide on whether it can install the universal playground.

Ms. Kosey said the deadline for moving forward with the universal playground should be no later than Spring, 2018.

President Knitter recommended that the playground architect draft a Plan B at the same time as Plan A so that there is no time wasted in the event needed funding for the universal playground is not achieved.

Commissioner Carson asked what would happen to the donations received if the Park District Foundation cannot raise the full amount needed for the universal playground?

Ms. Kosey said the playground would have to be scaled back, perhaps making it smaller with fewer features.

Commissioner Tan said if the fundraising falls short for the universal playground, another option to make up the difference would be to defer next year's bond payment.

Ms. Kosey confirmed that at this time, LED lighting would only be installed on Field #1; fields 2,3, and 4 would keep its current lighting systems. Additional field lighting and the proposed clubhouse are in Phase II of the Master Plan.

Ms. Kosey noted that staff is currently seeking a grant for the proposed permeable paver parking lot.

There were no further questions or comments, and discussion regarding this matter concluded.

5. STAFF RECOGNITION

- a. None

6. REPORTS:

- a. Executive Director Report

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

Ms. Kosey said that Cori's Triathlon, held on June 3rd, was a great success and that one family from Iowa who participated, has done so over the past few years and comes to the area specifically for this event.

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

- b. Finance & Human Resources Report

Mr. Salinas reviewed the new financial reports included in the board packet.

Commissioner Tan recommended that liquid assets vs. fixed assets be added to the balance sheet.

Commissioner Truedson commended Mr. Salinas for his efforts in making the financial reports more readable.

Mr. Salinas said the auditors will begin their annual audit at the end of July with the results available sometime in the first half of August.

There were no further comments or questions regarding Mr. Salinas' report.

- c. Recreation & Facilities Report,

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

President Knitter noted that there was less participation in this year's Pink 5K and Cori's Triathlon events.

Mr. Thommes said the drop in participation in the Pink 5K is due in large part to one company who had significantly fewer participants this year than it had in the past. Regarding Corie's Triathlon, Mr. Thommes said several participants aged out of the event since last year, having turned 14. He said staff will work on attracting younger kids for this event.

Mr. Thommes said the first CAPRA visit will take place next week with one representative coming from Ohio and the other from North Carolina.

Ms. Kosey said there will be an event on June 28 at 5:00 p.m., at Pinstripes to host the CAPRA representatives and that all Board Members are encouraged to attend. CAPRA's official decision will take place in New Orleans this November.

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

d. Parks & Planning Report

With the absence of Bob Johnson, Laure Kosey presented his report, which can be found in the Park District records.

Commissioner Truedson said the Chicago Tribune recently had an article about the Naperville Park District switching from the use of Round Up to a natural weed killer.

Ms. Kosey said Mr. Johnson is already actively considering this, but she does not have any answers right now. She said staff will get back to the Board with a status on this matter.

There were no further comments or questions regarding Mr. Johnson's report.

7. UNFINISHED BUSINESS

a. Resolution 17-0619: A Resolution of the Oak Brook Park District Regarding the Illinois Prevailing Wage Act

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve Resolution 17-0619: A Resolution of the Oak Brook Park District Regarding the Illinois Prevailing Wage Act.

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

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

Nays: Commissioner Trombetta

b. Resolution 17-0620: A Resolution Amending the Contract Between the Oak Brook Park District and Hagg Press for Seasonal Brochure Printing and Mailing Preparation Services

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan, to approve Resolution 17-0620: A Resolution Amending the Contract Between the Oak Brook Park District and Hagg Press for Seasonal Brochure Printing and Mailing Preparation Services.

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

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

Nays: None

c. Resolution 17-0621: A Resolution Amending the Agreement Between the Oak Brook Park District and Homer Environmental, LLC for Natural Areas Stewardship

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to approve Resolution 17-0621: A Resolution Amending the Agreement Between the Oak Brook Park District and Homer Environmental, LLC for Natural Areas Stewardship.

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

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

- d. Approval of Travel Expense for Commissioner Attendance at the National Park and Recreation Association Conference held September 25 – 28, 2017

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve the Travel Expense for Commissioner Attendance at the National Park and Recreation Association Conference held September 25 – 28, 2017.

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

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

- e. Family Recreation Center HVAC Equipment Bid

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to reject the bid from Temperature Equipment Corporation.

Mr. Thommes said the specifications for the equipment in the bid from Temperature Equipment Corporation did not meet the specifications specified in the bid packet. Staff has now entered into a national cooperative bid for this purchase.

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

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

- f. Family Recreation Center Lockers Bid.

For review and discussion only.

Mr. Thommes said no bids were received for the lockers, so staff has now entered into a national cooperative bid for this purchase.

There was no further discussion regarding this issue.

8. NEW BUSINESS

- a. Ordinance 17-0717: An Ordinance Declaring Surplus Personal Property and Authorizing the Sale or Conveyance Thereof.

This issue was presented for review and discussion only.

There was no discussion.

b. Family Locker Room Renovation Bid

Ms. Kosey said Wight & Company recently notified her that they made a significant error in their quote for the locker room project which they now say will cost \$1,400,000 instead of their initial quote of \$1,000,000. She said they told her they are sorry. Ms. Kosey said she believes someone was fired over the error. She said we went out to bid on the HVAC and lockers today via a national cooperative bidding process and will determine the next move once the bids are received. Ms. Kosey said she believes it would be a bad idea to postpone the project since aggressive marketing and promotions have already been done.

Nicole Karas, Park District Attorney, said there is a provision in the Contract with Wight & Co. which makes them responsible for this cost overage.

c. BS&A Finance Software

Mr. Salinas stated that after a thorough review of accounting software on the market, he and his staff recommend that the BS&A Finance Software be purchased. He said the company's original quote for the software was \$105,000, but Ms. Kosey asked for a better proposal and they returned with a quote of \$87,000. He said this represents a 17% reduction in price and is a one-time fee. He said the annual licensing fee will begin with the second year which is currently \$7,890 with a 1-2% CPI increase each year. He noted that other Park Districts that use this software offered great feedback.

Ms. Kosey noted that \$95,000 was budgeted for this software purchase, and there will be some additional initial costs for conversion software and server related issues.

There was no further discussion.

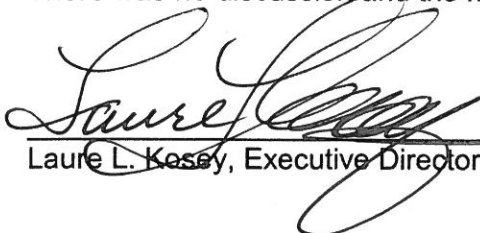
9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON July 17, 2017, 6:30 p.m.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District Board of Commissioners will be held on July 17, 2017 at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Tan, to adjourn at the hour of 7:43p.m.

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


Laure L. Kosey, Executive Director