

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
September 18, 2017 – 6:30 p.m.
Canterberry Room**

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

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

2. OPEN FORUM

President Knitter asked if there were any public comments.

There were no public comments.

3. CONSENT AGENDA

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, 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 Carson, Trombetta, and President Knitter

Nays: None

Absent: Commissioners Truedson and Tan

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

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

Ayes: Commissioners Carson, Trombetta, and President Knitter

Nays: None

Absent: Commissioners Truedson and Tan

a. APPROVAL OF September 18, 2017 AGENDA

b. APPROVAL OF MINUTES

i. August 21, 2017 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING August 31, 2017

i. Approval of Warrant No. 603

4. COMMUNICATIONS/PROCLAMATIONS

a. Board of Commissioners to share communications

President Knitter commended staff for attending the recent Village board meeting in support of the Park District in its efforts for approval by the Village of the revised master plan.

Ms. Kosey noted that the Park District was recently notified by the Village about a non-traditional vending machine-like car sales company coming to Jorie Boulevard. She noted that it will have no effect to any Park District property and that the Park District was only notified due to its close proximity to this new business.

b. Annual Report

Laure Kosey presented the Annual Report, which can be found in the Park District records. She said the goal of the Report is to be as transparent as possible.

President Knitter said the Annual Report looks great and the board concurred. Ms. Kosey said it will be posted to the Park District website.

Commissioner Truedson entered the meeting at 6:35 p.m.

5. STAFF RECOGNITION

a. Alfonso Corral, Recreation Intern

President Knitter introduced Mr. Corral to the board.

The board welcomed Mr. Corral.

6. REPORTS:

a. Administrative, IT, and Marketing Report

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

Ms. Kosey noted that the Revised Master Plan was approved by the Village last week.

Ms. Kosey said the Village recently contacted her about whether the Park District would be interested in staffing the lifeguards at the Bath & Tennis Club and performing daily maintenance only. She said it would be treated as fee for service and that an Intergovernmental Agreement would be required.

Both President Knitter and Commissioner Carson favored the idea as a gesture of cooperation, but President Knitter noted that it must be made clear that the Park District would only be involved in an operational role only, and that payments to the Park District for services rendered should include the cost of hiring a coordinator if needed.

Commissioner Trombetta said he is against the idea stating that to enter into this Agreement would be to expose the Park District to criticisms. If the pool has problems, and he said it is an old pool, the patrons will blame the Park District.

Ms. Kosey stated that the only maintenance task the Park District would be responsible for would be chemical maintenance. She said lifeguards are trained to check the

chemical levels in the water several times a day. She said no other maintenance would be performed by the Park District.

Commissioner Truedson said he is okay with the idea but could also understand not doing it. He too said if the pool has problems, the Park District would be blamed.

After lengthy discussion, the board concurred to have Ms. Kosey write up a proposal for services to the Bath & Tennis Club for lifeguard and chemical maintenance services.

Ms. Kosey stated that Dave Thommes was approached by the Village to see whether the Park District would be interested in programming and maintaining the clay tennis courts at the Bath & Tennis Club. She noted that the Village would still own the courts.

Mr. Thommes said he asked Alan Pop whether he would be interested in programming the clay courts. Mr. Pop said he does not believe the clay courts generate enough revenue to warrant the time it would take to program them.

Commissioner Carson said taking over the clay courts would be difficult with existing members already there who want things done in a very certain way. She said the situation would just be a bit too touchy.

Commissioner Truedson agreed with Commissioner Carson.

Commissioner Trombetta said he would hate to divert Mr. Pop's attention from what is profitable in order to take time to program these courts.

Mr. Thommes noted that the season for these courts is very small and this makes it even more difficult to make a profit.

President Knitter said if it is only a matter of the Park District renting the clay courts to program them, then Mr. Thommes and Mr. Pop should investigate the idea further. President Knitter directed Mr. Thommes to look into the matter.

There was no further discussion regarding Ms. Kosey's report.

b. Finance & Human Resources Report

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

In regard to the decrease in preschool revenue which was discussed at last month's meeting, Mr. Salinas said it was simply a deferring/timing issue. In reality, enrollment is the same.

Mr. Salinas said the annual audit is complete and the auditing firm will be presenting their report at next month's meeting. He noted that the Park District received a clean report.

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

c. Recreation & Facilities Report

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

Commissioner Carson said patrons have asked her whether the temporary lockers across from the classrooms could be kept there permanently because they are convenient.

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

d. Parks & Planning Report

Bob Johnson presented his report, which can be found in the Park District records. There were no questions or comments regarding Mr. Johnson's report.

Mr. Johnson said gabion weir work continues in Central Park, and that is has been a long process due to extensive permitting and new requirements that will be followed Village wide.

Mr. Johnson said he is currently preparing bid packages related to the all-inclusive playground and LED lighting projects with the bidding process set to begin in December for work to begin in early spring, 2018.

Mr. Johnson said staff bottled over 100 bottles of honey today.

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

7. UNFINISHED BUSINESS

a. Amendment to the Articles of Agreement for the Gateway Special Recreation Association

Motion: Commissioner Carson made a motion, seconded by Commissioner Trombetta, to approve the amendment to the Articles of Agreement for Gateway Special Recreation Association.

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

Ayes: Commissioner Truedson, Carson, Trombetta, and President Knitter

Nays: None

Absent: Commissioner Tan

b. New Administration Policy and Procedure: 6.15 Video and Electronic Surveillance Policy and Procedure

Motion: Commissioner Carson made a motion, seconded by Commissioner Trombetta, to approve the new Administrative Policy and Procedure: 6.15 Video and Electronic Surveillance Policy and Procedure.

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

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

- c. Amendment to Administrative Policies and Procedures Manual: Section 4.8 Fund Balance/Net Assets Policy

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to approve the amendment to the Administration Policies and Procedures Manual: Section 4.8 Fund Balance/Net Assets Policy.

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

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

- d. Resolution 17-0918: A Resolution Amending the District's Deferred Compensation Plan

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve Resolution 17-0918: A Resolution amending the District's Deferred Compensation Plan

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

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

8. NEW BUSINESS

- a. Request for Proposals for Waste and Recycling Collection Services

This issue was presented for discussion only.

Mr. Johnson noted the request for proposal is needed because the current contract is expiring.

There was no further discussion.

- b. Resolution 17-0920: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000 or More (Family Locker Room Project)

Motion: Commissioner Carson made a motion, seconded by Commissioner Trombetta, to waive the Board's Rules to approve, at this meeting, Resolution 17-0920: 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 and DBM Services for shower and toilet accessories, trim and upgraded faucets and backerboard repairs.

President Knitter asked whether we have the money to do this?

Mr. Thommes said yes, and that this will cure rot issues in these areas.

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

Ayes: Commissioner Truedson, Carson, Trombetta, and President Knitter

Nays: None

Absent: Commissioner Tan

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve Resolution 17-0920: 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 and DBM Services for shower and toilet accessories, trim and upgraded faucets and backerboard repairs.

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

Ayes: Commissioner Truedson, Carson, Trombetta, and President Knitter

Nays: None

Absent: Commissioner Tan

- c. Resolution 17-0921: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000 or More (Tennis Center HVAC Upgrade)

Motion: Commissioner Carson made a motion, seconded by Commissioner Truedson, to waive the Board's Rules to approve, at this meeting, Resolution 17-0921: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000 or More for the Tennis Center HVAC Upgrade with Pandecon, Inc. for the installation of an additional fire sprinkler head and related plumbing work.

Motion: Commissioner Carson made a motion, seconded by Commissioner Truedson, to approve Resolution 17-0921: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price of \$10,000 or More for the Tennis Center HVAC Upgrade with Pandecon, Inc. for the installation of an additional fire sprinkler head and related plumbing work.

Mr. Thommes said this will correct a problem with sections of the old drop ceiling which were missing and deemed a fire hazard.

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

Ayes: Commissioner Truedson, Carson, Trombetta, and President Knitter

Nays: None

Absent: Commissioner Tan

- 9. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON October 16, 2017, 6:30 p.m.

President Knitter announced the next meeting of the Oak Brook Board of Commissioners will be held on October 16, 2017, at 6:30 p.m.

10. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to adjourn at the hour of 7:07 p.m.

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

A handwritten signature in black ink, appearing to read "Laure L. Kosey", is written over a horizontal line. The signature is highly stylized and cursive.

Laure L. Kosey, Executive Director