

**MINUTES OF THE
REGULAR MEETING OF THE OAK BROOK PARK DISTRICT
BOARD OF COMMISSIONERS
February 19, 2018 – 6:30 p.m.
Canterberry Room**

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

President Knitter called the Regular Meeting to order at 6:31 p.m.in the Recreation Center's Canterberry Room. Commissioners Truedson, Carson, Trombetta, and President Knitter answered "present." Commissioner Tan was absent. Also present were Laure Kosey, Executive Director, Marco Salinas, Chief Financial Officer, Dave Thommes, Director of Recreation and Facilities, and Bob Johnson, Director of Parks and Planning.

2. OPEN FORUM

President Knitter invited members of the audience to make public comments.

There were no public comments.

3. CONSENT AGENDA

Motion: Commissioner Carson 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: Commissioners Truedson, Carson, Trombetta and President Knitter.

Nays: None

Absent: Commissioner Tan

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to approve the February 19, 2018, Consent Agenda.

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

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

Nays: None

Absent: Commissioner Tan

a. APPROVAL OF FEBRUARY 19, 2018 AGENDA

b. APPROVAL OF MINUTES

i. January 15, 2018 Regular Meeting Minutes

c. APPROVAL OF FINANCIAL STATEMENT ENDING January 31, 2018

i. Approval of Warrant No. 608

4. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to share communications

President Knitter asked the Board members if they had any communications.

There were no shared communications.

5. STAFF RECOGNITION

- a. Greg Wooley, Graphic Designer, recipient of the Rising Star Award from the Communications and Marketing Section of the Illinois Parks and Recreation Association.

Jessica Cannaday, Marketing and Communications Manager, was present and said the Park District is very lucky to have the very talented, very humble, Mr. Wooley on staff.

A picture was taken with President Knitter and Mr. Wooley and the Board congratulated Mr. Wooley on his accomplishments.

6. REPORTS:

- a. Administrative, IT, and Marketing Report

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

President Knitter asked how the new website is being received by users of the Park District.

Ms. Kosey said that staff is making minor adjustments and expect to do so for the next six months or so, which is typical with a new website.

It was also noted that approximately 58% of registrations are completed on-line with only preschool still requiring in-person registration.

There were no further questions 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 said purchase orders are now being completed electronically rather than by hand which allows for much better tracking of spending.

Commissioner Trombetta asked when the Park District can expect the payment from the Village for the Park District's upcoming pool management services.

Mr. Salinas said the \$255,000 payment was received last week and was recorded as deferred revenue.

There were no further questions 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 he and his staff are currently closing out the Family Locker room project and should be done by March.

Mr. Thommes said a Hockey Day in America event was recently held in an effort to promote the ice rink. He said only about twelve people signed up with half that many attending the event.

Mr. Thommes said the Choose to Lose program continues and is going well.

President Knitter said she is concerned about swim lessons. She said she knows there is a lot more competition, but that staff needs to dive deeper into finding out the reasons why patrons have left so that improvements to the programming can be made.

Mr. Thommes agreed and said the issue deserves a lot more thought and that hopefully we can improve participation.

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

d. Parks & Planning Report

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

Mr. Johnson said staff has done a great job with snow removal and will begin spring clean-up work in the next few weeks.

Mr. Johnson noted that he will soon be going out to bid for turf maintenance services. This issue will be discussed under New Business later in the meeting.

Mr. Johnson asked the Board for their input on the possibility of offering electric car charging stations in Central Park. He said it is his recommendation that if the Board decides to move forward with offering these charging stations, the Park District should participate in a program that allows the purchase of the chargers at special rate. He noted that the Board must decide whether it is comfortable providing this service for free.

Commissioner Trombetta asked staff to address the high humidity problem in Studio B. He said several years ago when the first splash pad was built, an exterior door was removed which seems to have caused this humidity problem. Ms. Kosey said staff will look into the matter.

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

7. UNFINISHED BUSINESS

- a. Ordinance 18-0219: An Ordinance Transferring Funds from the Corporate Fund to the Capital Projects Fund

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Carson, to approve Ordinance 18-0219: An Ordinance transferring funds from the corporate fund to the Capital Projects Fund.

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

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

Nays: None

Absent: Commissioner Tan

- b. Ordinance No.18-0220: An Ordinance Authorizing the Destruction of the Verbatim Record of Certain Closed Meetings

Motion: Commissioner Trombetta, made a motion, seconded by Commissioner Truedson, to approve Ordinance No. 18-0220: An Ordinance authorizing the destruction of verbatim record for certain closed meetings.

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

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

Nays: None

Absent: Commissioner Tan

- c. Resolution 18-0221: A Resolution Regarding the Review of Minutes for Closed Meetings January 1989 through December 31, 2017

Motion: Commissioner Truedson, made a motion, seconded by Commissioner Trombetta, to approve Resolution 18-0221: A Resolution regarding the review of minutes for closed meetings from January 1989, through December 31, 2017.

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

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

Nays: None

Absent: Commissioner Tan

- d. Market Based Salary Range Adjustments

Motion: Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to adopt the market-based salary range adjustments as presented in the attached schedule.

Commissioner Truedson asked for further clarification regarding this matter.

Ms. Kosey said this recommendation is for a 1.5%-2.0% increase in salary ranges; not salary increases.

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

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

Nays: None

Absent: Commissioner Tan

- e. Resolution 18-0118: A Resolution Authorizing and Approving a Change Order Involving an Increase in the Contract Price Of \$10,000.00 Or More For the Tennis Center HVAC Project

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Truedson, to approve Resolution 18-0118: A Resolution authorizing and approving a change order involving an increase in the contract price of \$10,000.00 or more for the Tennis Center HVAC Project.

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

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

Nays: None

Absent: Commissioner Tan

- f. Electric Vehicle Charging Stations (This topic is tabled for the March 19, 2018 Board Meeting.)

This topic was tabled for the March 19, 2018 Board Meeting.

- g. Ordinance No. 18-0222: An Ordinance Authorizing and Providing for an Installment Purchase Agreement, The Issuance of an Aggregate \$500,000 Debt Certificates, Series 2018, By and For the Oak Brook Park District, DuPage and Cook Counties, IL Motion:

Commissioner Truedson made a motion, seconded by Commissioner Trombetta, to approve Ordinance No. 18-0222: An Ordinance authorizing and providing for an installment purchase agreement, the issuance of an aggregate \$500,000 debt certificates, series 2018, by and for the Oak Brook Park District, DuPage and Cook Counties, Illinois.

Commissioner Trombetta asked Mr. Salinas to clarify this ordinance.

Mr. Salinas said it is for the Universal Playground project which will cost just under \$800,000. He said based on prior open meeting discussions, staff researched funding options and determined that of the three proposals received, the one from Wintrust had the best terms. He said their proposal requires that a depository account be opened to receive the 3.25% interest rate on the debt. The depository account will be funded with \$250,000 which will earn interest and be used toward the project.

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

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

Nays: None

Absent: Commissioner Tan

8. NEW BUSINESS

a. Turf Grass Mowing Bid

This matter was presented for discussion only.

Mr. Johnson said we are currently in the bidding process and have included in the bid specifications an alternate for weeding on an "as needed basis" if we choose. He said the current vendor is providing average quality of work, but the current agreement can no longer be extended, as it has been extended twice before.

b. Resolution 18-0319: A Resolution Authorizing and Approving Change Orders Involving an Increase in the Contract of \$10,000 Or More for the Family Locker Room Project

This matter was presented for discussion only.

There were no questions or comment regarding this matter.

9. THE NEXT SPECIAL MEETING OF THE OAK BROOK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD IMMEDIATELY FOLLOWING THIS MEETING.

President Knitter announced that the next Special Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held after a ten-minute recess of this meeting.

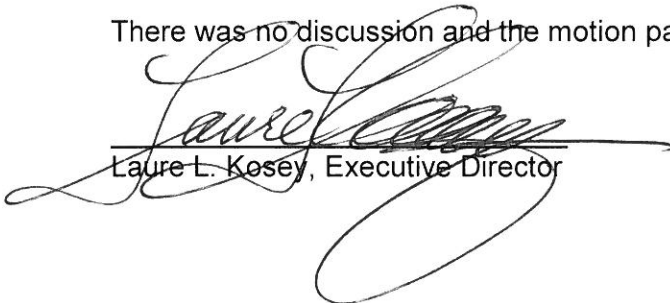
10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON March 19, 2018, 6:30 p.m.

President Knitter announced the next regular Board Meeting of the Oak Brook Park District Board of Park Commissioners will be held on March 19, 2018, 6:30 p.m.

11. ADJOURNMENT

Motion: Commissioner Truedson made a motion, seconded by Commissioner Carson, to adjourn at the hour of 6:59 p.m.

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



Laure L. Kosey, Executive Director