

**MINUTES OF A SPECIAL MEETING
OF THE
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS
March 4, 2024**

NOTICE IS HEREBY GIVEN that a special meeting of the Oak Brook Park District Board of Commissioners will be held on Monday, March 4, 2024 at the hour of 6:30 p.m. The Special Meeting will be held at the Oak Brook Park District Family Recreation Center, Canterbury Room, 1450 Forest Gate Road, Oak Brook, IL 60523 for the purpose of considering the following agenda.

1) CALL TO ORDER THE SPECIAL MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND ROLL CALL

President Knitter called to order the Special 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, Canterbury Conference Room. Also present in Canterbury Conference Room was Laure Kosey, Executive Director; Marco Salinas, Chief Financial Officer; Bob Johnson, Deputy Director; Robert Pechous, Director of Recreation and Communications; and Steve Adams, District Attorney.

- a) Approval by a majority of Commissioners present to allow Commissioner Mario Vescovi to attend the meeting by audio conference, as he is unable to physically attend because of illness as provided in section I-G-1 of the Board Rules

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the March 4, 2024 Agenda of the Special Meeting.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter
Nays: None

2) APPROVAL OF THE MARCH 4, 2024 AGENDA OF THE SPECIAL MEETING

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the March 4, 2024 Agenda of the Special Meeting.

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

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, Vescovi, and President Knitter
Nays: None

3) SPECIAL MEETING BUSINESS

- i) Discussion of the Ten-Year Capital Improvement Plan and Requested Fiscal Year 2024/2025 Operating Budget

Dr. Laure Kosey introduced herself and presented the 2024/2025 Budget Presentation.

President Knitter explained that this is not the final budget, so the budget will not be voted on tonight.

Dr. Kosey presented the mission statement, which can be found in the Park District's records.

Dr. Kosey stated that the mission statement is where the budget process begins. The core values are integrated into the strategic initiatives and the budget. Dr. Kosey reported that the Park District is achieving the mission statement by being accredited by Illinois and being one

of nine park districts accredited nationally. Oak Brook Park District was also a finalist in the Gold Medal Nationalist in category 5, populations less than 30,000.

President Knitter explained that accreditations show that the Park District is fiscally and environmentally responsible and conducts community outreach to seek input to assist with the direction of OBPD.

Dr. Kosey presented the 2024/2025 Budget Calendar and the Budget Overview, which can be found in the Park District's records.

Dr. Kosey outlined the budget process and stated that the proposed budget will be reviewed at the March 18, 2024 Board meeting, during which the public has thirty days to comment and provide feedback. The budget will then be voted by the Board on April 15, 2024.

Dr. Kosey reported that the Park District received as of this evening the fully funded federal grant for the Ginger Creek Accessible Bridge and Shoreline Restoration.

President Knitter stated that it is very difficult for Oak Brook Park District to receive grants due to being in an affluent community. Large infrastructure work would not be possible without the state and federal grants.

Dr. Kosey communicated that some of the debt certificates/bonds will be paid in full this budget year, so the Park District will have savings in the next budget year.

Mr. Bob Johnson presented the Strategic Plan Initiatives Update, which can be found in the Park District's records.

Mr. Johnson announced that there are four staff members on the IPRA section boards and the Board of Directors.

President Knitter stated that it is beneficial for staff members to be involved with IPRA, because the park districts are collaborative. The networking opportunity has saved Oak Brook Park District time and money.

Mr. Robert Pechous presented the DuPage County Park Districts Tax Rates, which can be found in the Park District's records.

Mr. Pechous indicated that the Park District's tax rate is near the lower section of the DuPage County Park Districts tax rates, and many districts listed below Oak Brook are home-owner associations.

Mr. Marco Salinas presented the Property Tax Levies - Excluding levies for Debt Service & Special Recreation, which can be found in the Park District's records.

Mr. Salinas explained that the orange bar graphs represent the Park District Board approved levy request, while the red bar graphs represent the DuPage County actual levy extended. Oak Brook Park District has not received the final actual levy extended amount for 2023.

Mr. Salinas stated that the actual levy extended had a 9% increase over three years so 3% increase for each year.

Mr. Salinas continued to present the Fiscal Year 2024/2025 Budget Influential Factors for the proposed budget, which can be found in the Park District's records. Increases in water, electricity, natural gas, and employee compensation and benefits affect the budget.

Mr. Salinas presented the Fiscal Year 2024/2025 Capital Improvement Plan, which can be found in each department of the budget presentation.

Mr. Salinas stated that the Park District budgets for Capital Projects into three funds: Capital Projects, Recreation, and Tennis Center. Mr. Salinas divided the Capital Projects by department or location.

Mr. Salinas explained that there are ten Governmental Funds total. The Tennis Center Fund is an Enterprise Fund, so it is kept separately from the Governmental Funds. Mr. Salinas reviewed Tennis Center projects and the summary recap for the Governmental Funds.

Mr. Salinas stated that the Tennis Center does not get revenue from the property taxes but collects revenue from user and program fees.

Mr. Salinas explained that expenditures are a capital expenditure when the cost is over \$15,000 and has an expected useful life of at least one year. Anything less than that comes out of the operating budget.

Dr. Kosey presented the General Fund – Administration, Finance & Human Resources, which can be found in the Park District's records. The General Fund receives property taxes.

Dr. Kosey reported where the budget was increased or decreased in the General Fund for administration, finance, and human resources.

Mr. Pechous presented the General Fund for Information Technology, which can be found in the Park District's records.

President Knitter stated that the Park District has been working with the Village to track and monitor by video criminal activity in cases such as crime coming from the mall.

Mr. Pechous added that the Park District would like to continue the partnership with the Village to maintain license plates tracking.

Mr. Johnson presented the General Fund for Parks, which can be found in the Park District's records.

Mr. Johnson explained that the 2009 RTV or Rough Terrain Vehicle and 2008 pickup truck have a life span of ten to twelve years; however, the Park District tries to replace them after fifteen to eighteen years.

Mr. Johnson presented the General Fund for Family Recreation Center and CPW Facilities, which can be found in the Park District's records.

Mr. Johnson reported that the enrollment fee for in-district membership would be waived for the Central Park Campus membership.

President Knitter clarified that in-district means residents.

Mr. Johnson reported that marketing for the Healthcare Memberships will increase since the Park District receives revenue when these members use this FRC.

President Knitter asked how much revenue the Park District has received from pickleball.

Mr. Mike Contreras, Superintendent of Recreation, stated that the revenue has grown tremendously since pickleball was first offered.

Mr. Johnson reviewed the Capital Projects for the General Fund for Family Recreation Center and CPW Facilities. The roof maintenance went through three phases, the largest and last phase will be occurring in this proposed budget.

Commissioner Suleiman asked why there were three phases for the roof maintenance.

Mr. Johnson answered that three phases help keep the cost low by focusing on the worst areas with the most leaks first. Then due to the HVAC being on the rooftop, the next two phases would be to prioritize the roof top according to HVAC replacement.

Mr. Salinas presented the Requested Fiscal Year 2024/2025 Budget – General Fund Revenues, Expenditures, and Fund Balance which can be found in the Park District's records.

Mr. Salinas stated that the General Fund focuses on general revenues and facilities, no revenues from programming are deposited here.

Mr. Salinas stated that the Park District has a Fund Balance Policy where there is a reserve for emergencies of three to nine months of expenditures.

Mr. Pechous presented the Recreation Fund for the Recreation Programming, which can be found in the Park District's records.

Mr. Pechous explained that the Recreation Fund earns revenue from programming, however, it also spends more money to conduct the programs due to the need for staff.

Commissioner Ivkovic Kelley asked Mr. Pechous to explain the connection with Get Better League and Breakaway Basketball.

Mr. Pechous stated that the Get Better League has a partnership with Breakaway Basketball.

Mr. Contreras stated that the Park District previously ran an in-house basketball league prior to COVID. The league has grown immensely with Breakaway Basketball and the Get Better League.

Commissioner Ivkovic Kelley stated that Breakaway Basketball got their start at Oak Brook Park District, and it has since exploded state-wide. Commissioner Ivkovic Kelley appreciates the sense of community that this organization has created.

Mr. Johnson presented the Recreation Fund for Aquatics and Fitness, which can be found in the Park District's records.

Mr. Pechous presented the Recreation Fund for Marketing & Communications, which can be found in the Park District's records.

Commissioner Ivkovic Kelley asked how old the banners are and how often they are replaced.

Mr. Pechous responded that the parking lot banners are ten years old, and they need to be replaced. The signs in the meeting room have been completed, but signs around the building need to be replaced. The first phase was to replace the worst signs and the second phase is occurring now to replace the remaining.

Mr. Salinas presented the Requested Fiscal Year 2024/2025 Budget – Recreation Fund Revenues, Expenditures, and Fund Balance which can be found in the Park District's records.

Mr. Salinas reviewed the Recreation Fund balance from 2021-2025. The 2024-2025 Recreation Fund shows a deficit due to the HVAC cost that was moved from the 2023-2024 fiscal year.

President Knitter stated that she was nervous about being near the minimum 3 months expenditure reserves.

Dr. Kosey responded that the Recreation Fund is good, but she is more uncomfortable with the General Fund reserve because it is not within the Fund Balance Policy.

Dr Kosey presented the Staff Recommendations, which can be found in the Park District's records.

Dr. Kosey stated that the electronic sign was recommended by staff to be moved to the next fiscal year.

President Knitter asked Commissioner Vescovi if he agreed with moving the electronic sign to next year since he recommended having an electronic sign.

Commissioner Vescovi agreed to moving the electronic sign to the next fiscal year.

Commissioner Vescovi stated that he will meet with Dr. Kosey and Mr. Salinas to review the budget.

President Knitter responded that this budget workshop is where questions should be asked.

Commissioner Ivkovic Kelley suggested holding another meeting for questions.

Dr. Kosey recommended bringing questions to the March 18, 2024 Board meeting.

Dr. Kosey presented the Tennis Enterprise Fund for the Tennis Center, which can be found in the Park District's records.

Dr. Kosey praised Mr. Alin Pop, Superintendent of the Enterprise Operations, for the success of the Tennis Center. Mr. Pop had a five-year business plan that considerably increased revenue at the Tennis Center.

President Knitter emphasized that the revenues from the Tennis Center cannot be used for the other Park District centers, and the Park District funds cannot be used for the Tennis Center.

Mr. Salinas presented the Requested Fiscal Year 2024-2025 Budget for the Tennis Fund Revenues, Expenses, and Net Position Balance, which can be found in the Park District's records.

Mr. Salinas stated that the Tennis Center wants to keep a minimum of three months reserve, but it does not have a maximum month of reserve.

Dr. Kosey reported since the Tennis Center is doing well, there are no budget recommendations.

Mr. Salinas presented the Additional Funds, which can be found in the Park District's records.

Mr. Salinas stated there are ten funds, but the four major ones are Capital, General, Tennis Center, and Recreational.

Mr. Salinas presented the Requested Fiscal Year 2024/2025 Budget – Audit Fund Revenue & Expenditures and Balance, which can be found in the Park District's records.

Mr. Salinas stated that the audit is required by law.

Mr. Salinas presented the Requested Fiscal Year 2024/2025 Budget – IMRF Fund Revenues & Expenditures and Balance, which can be found in the Park District's records.

Mr. Salinas stated that the IMRF Fund is a well-funded pension.

Mr. Salinas presented the Requested Fiscal Year 2024/2025 Budget – Liability Insurance Fund Revenues & Expenditures and Balance, which can be found in the Park District's records.

Mr. Salinas presented the Requested Fiscal Year 2024/2025 Budget – Social Security Fund Revenues & Expenditures and Balance, which can be found in the Park District's records.

Mr. Salinas concluded with the presentation of the Requested Fiscal Year 2024/2025 Budget - Special Recreation Fund Revenues & Expenditures and Balance, which can be found in the Park District's records.

4) OPEN FORUM

President Knitter asked if there were any public comments.

Ms. Laura Biesel stated that she grew up in Oak Brook and moved back seven years ago. Ms. Biesel thanked the Park District for the facilities and events such as visits from Santa, Easter Egg hunts, Harry Potter movies, the Universal Playground, and Winter Lights. She appreciated the Park District having reasonably priced membership, preserving the open space and facilities, and adding modern activities such as pickleball. She trusts and appreciates the budget and will happily support the increase in taxes.

The Board thanked her.

Mr. John Baar, a thirty-three-year resident, agreed with Laura. He continued to add that since Oak Brook does not have a downtown for residents to gather, Oak Brook does not have one school district to join a common cause, and many of the civic associations are nonexistent, the Park District remains to help build the community. The Park District has grown to be award-winning and nationally accredited, known for its excellence and programming. Mr. Baar stated that money is necessary to fund an outstanding vision, which he and his wife support.

Mr. Baar continued to add that nonresidents are needed to help pay for the sales tax at the mall that pays for our village services, to help the Sports Core to exist, and to help the Park District to have an outstanding facility. He shared his gratitude.

The Board thanked him.

Ms. Lisa Griffith, a resident since 2001, teaches at the Oak Brook Park District and other park districts in the Music Together program. Ms. Griffith complimented the staff at the Park District, adding that the staff and Dr. Kosey are extremely responsive. As President of the Historical Society, she thanked the Park District for supporting the Historical Society. She stated that the staff are invested in the community.

The Board thanked her.

Ms. Eileen Healey, moved to Oak Brook ten years ago, has participated often in the Park District. Ms. Healey appreciated that the Park District is a safe place for children to go and participate in the community disconnected from electronics.

The Board thanked her.

Ms. Elaine Zannis thanked the Board and Dr. Kosey. Ms. Zannis stated that Oak Brook is growing into a big city and recognized there are requests for electronic signs on I-88 and Rte. 83. She opposes electronic signs; if the Park District continues with an electronic sign, it will set a precedence. Ms. Zannis requested the Board reconsider the electronic sign.

President Knitter stated that the Board will consider her feedback, but she added that other residents complained about the appearance of the banners.

Dr. Kosey communicated that the Village is in the process for approval for electronic signs for government entities including schools, park districts, and the Village.

Ms. Zannis stated that she is worried that the electronic signs will spread.

President Knitter responded that the electronic sign was taken out of this budget and moved for the next fiscal year.

President Knitter suggested there may be another way to improve the appearance of the banners.

Ms. Zannis advised shifting the burden of advertising onto a third-party.

The Board thanked her.

Ms. Natalie Cappetta, a resident since 1979, suggested sharing the budget numbers in advance. She had multiple questions. Ms. Cappetta asked what does zero cost mean for Christmas lights; what was the total cost for the North Athletic field?

Dr. Kosey stated that she will get back to her on those costs.

Ms. Cappetta then asked about the levy and who keeps the difference in the requested and extended levies.

Mr. Adams answered that the Park District collects only the extended levy amount and not the requested, so no one collects the difference.

Ms. Cappetta then asked about the cost of the bridge.

President Knitter answered the cost is the entire grant amount.

Ms. Cappetta asked if Tennis Enterprise takes care of itself, so it is its own building paying for its own expenses.

President Knitter responded yes; the Tennis Enterprise is its own building paying for its own expenses.

Ms. Cappetta asked how the Dean Nature Sanctuary generated its revenue.

Dr. Kosey stated the Dean Nature Sanctuary generated its revenue with a grant for trees. There are no fees to enter.

President Knitter added that the park is passive due to how the covenant is structured.

Ms. Cappetta stated that there are a lot of deficits projected such as for the IMRF Fund, Liability Insurance, Social Security, Recreational Fund; she asked how everything can be a deficit.

Mr. Salinas replied that deficit budget is often by design because we want to track the fund balance and ensure we do not reserve too much.

Ms. Cappetta stated that taxes go up 11% every year.

President Knitter answered taxes do not go up 11% every year.

Mr. Adams explained all the funds are capped. The maximum is the CPI, consumer pricing index, so the amount of levy goes up according to inflation. Expenses will go up due to staff and material and supplies that are needed to purchase. So, budget and appropriation are necessary; appropriation is needed to spend any money. The revenues come from memberships, programs, and taxes. The three to nine month surplus guides the Park District to have the ability to appropriate the payments for bills and to have sufficient amount of surplus to take care of emergencies.

Ms. Cappetta asked how to receive the revised budget and detailed analysis.

Dr. Kosey answered that the budget will be presented on March 18, 2024, then the public can review and provide feedback for thirty days. The budget will be approved in April.

Mr. Adams added the vote will be on April 15, 2024.

Dr. Kosey stated that the Budget Workshop presentation will go on the website, but the Capital Project numbers will be excluded due to contractors using those numbers for their bids.

Mr. Jim DePhillips, a fifteen-year resident, asked if the Tennis Center is totally on its own, and he asked if IT, Finance, and other departments allocate the overhead.

Mr. Salinas answered we do allocate overhead for IT, Finance and Personnel Department, and Audit Report.

Mr. DePhillips then asked if these are exact numbers in the budget, since a budget is a guess.

President Knitter replied the budget is fluid, if there are more expenses, then other items will need to be cut.

Mr. Phillips concluded by stating that he does not approve of the electronic sign.

Mr. Vivek Mohan, a ten-year resident, is a Foundation Board member who is hoping to increase the Foundation's revenue. He understands that pickleball has grown in popularity since COVID but now there are fewer opportunities for indoor sports such as basketball. Mr. Mohan suggested moving pickleball to the tennis courts.

Mr. Mohan also suggested considering the budget for the growing number of nonmembers and increasing the revenue with those participants.

5) THE NEXT REGULAR MEETING WILL BE HELD ON MARCH 18, 2024, 6:30 p.m.

President Knitter announced that the next Regular Meeting of the Oak Brook Park District of Park Commissioners would be held on March 18, 2024, at 6:30 p.m.

6) ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to adjourn the March 4, 2024, special meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 8:15 p.m.



Laure Kosey, Executive Director