

**MINUTES**  
**REGULAR MEETING OF THE OAK BROOK PARK DISTRICT**  
**BOARD OF COMMISSIONERS**  
**May 20, 2024 – 6:30 p.m.**  
**Canterberry Room**

1. CALL TO ORDER THE REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND CONDUCT THE ROLL CALL

President Knitter called to order the Regular Meeting of the Oak Brook Park District at the hour of 6:37 p.m. Commissioners Gondek, Suleiman, Vescovi, 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 Ivana Ivkovic Kelley to attend the meeting by audio conference, as she was unable to physically attend because of an Emergency as provided in section I-G-1 of the Board Rules.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the remote audio attendance by Commissioner Ivkovic Kelley.

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

Ayes: Commissioners Gondek, Suleiman, Vescovi, and President Knitter

Nays: None

2. OPEN FORUM

President Knitter asked if there were any public comments, each would have 5 minutes to comment.

Mr. Donald Adler, an Oak Brook resident, suggested that either a Board member or an employee be appointed Secretary of the Board. He then asked if the Board modifies the District Master and Strategic Plan or only review and discuss.

President Knitter answered that the Board reviews the District Master and Strategic Plans then submits questions. These have been reviewed for years and the modifications have been ongoing.

Mr. Adler stated that in the Master Vision there is no acknowledgement that the Park District primarily exists for the interest of the Oak Brook residents. Instead, there is a reference to the community. Mr. Adler continued to state that “The Doings” reported that about a third of the Oak Brook residents utilize the Park District. Mr. Adler does not want to subsidize the nonresident use of the Park District.

Ms. Nancy Parenti, an Oak Brook resident, stated that the nonresidents pay a higher fee than residents; in her opinion, Oak Brook residents are not subsidizing nonresidents. She continued to thank the Board, and she listed some of the Park District’s accomplishments. Ms. Parenti suggested

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residents look at the bigger picture instead of focusing on the smaller items, and she can share her list of Park District accomplishments with the Board.

3. CONSENT AGENDA

- a. APPROVAL OF THE MAY 20, 2024 AGENDA
- b. APPROVAL OF MINUTES
  - i. April 15, 2024 Regular Board Meeting Minutes
- c. APPROVAL OF FINANCIAL STATEMENT ENDING APRIL 30, 2024
  - i. Warrant 684

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

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the Consent Agenda.

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

4. ANNUAL MEETING

- a. Election of Park Board President and Vice President

President Knitter asked for nominations for Board President.

Commissioner Suleiman nominated Sharon Knitter as President of the Oak Brook Park District Board of Commissioners.

No other nominations were made, and President Knitter closed nominations.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to elect Sharon Knitter as President of the Oak Brook Park District Board of Commissioners.

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The motion passed by voice vote, and Sharon Knitter became President of the Oak Brook Park District Board of Commissioners.

President Knitter asked for nominations for Board Vice President.

President Knitter nominated Laura Suleiman as Vice President of the Oak Brook Park District Board of Commissioners.

No other nominations were made, and President Knitter closed nominations.

Motion: President Knitter made a motion, seconded by Commissioner Ivkovic Kelley, to elect Lara Suleiman as Vice President of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote, and Lara Suleiman became Vice President of the Oak Brook Park District Board of Commissioners.

b. Appointment of Board Secretary and Treasurer

President Knitter stated that the current Board Secretary is the Executive Director, Laure Kosey.

President Knitter proposed that since the Board's Secretary has traditionally been the Executive Director, Laure Kosey, should be reappointed to serve as Secretary unless any Board member has an objection.

There was no discussion, and the Board moved to vote.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to appoint the Executive Director, Laure Kosey, as Secretary of the Oak Brook Park District Board of Commissioners.

The motion passed by voice vote, and Executive Director, Laure Kosey, became Secretary of the Oak Brook Park District Board of Commissioners.

President Knitter asked for nominations for Board Treasurer.

Commissioner Suleiman nominated Ivana Ivkovic Kelley for Board Treasurer.

No other nominations were made, and President Knitter closed nominations.

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to elect Ivana Ivkovic Kelley as Treasurer by voice vote.

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The motion passed by voice vote to elect Ivana Ivkovic Kelley as Treasurer of the Oak Brook Board of Commissioners.

5. STAFF RECOGNITION

- a. None

6. COMMUNICATIONS/PROCLAMATIONS

- a. Board of Commissioners to Share Communications

President Knitter announced that this year's Pink 5k had the highest attendance.

Commissioner Suleiman added that the donations are going to local hospitals.

Commissioner Gondek stated that Oak Brook First had two new membership signups and 8-10 residents took advantage of that day. He suggested having the Homeowners Association share the information about Oak Brook First to the residents.

President Knitter agreed that the Homeowners Association would be a good way to circulate Oak Brook Park District information.

- b. Review of the Oak Brook Park District Master Vision 2020-2030

Dr. Laure Kosey reported that the Master Vision was created in 2020 and is a ten-year document that is reviewed every six months in May and November.

- c. Review of the Oak Brook Park District Strategic Plan 2020-2024

Dr. Kosey stated that within the Master Vision is the Strategic Plan. Tasks will be reviewed in November; some items such as the Tennis Revamp Tennis Courts will be moved to next year's strategic plan. The 2025-2030 Strategic Plan will be worked on in August 2024 with it being ready by November 2024.

- d. Articles of Agreement for Gateway Special Recreation Association

Dr. Kosey reported that the Gateway Special Recreation Association is composed of eight different communities of which Oak Brook is one. Willowbrook is another community but will discontinue participation in Gateway, which will cause the fee to increase for the remaining communities.

President Knitter asked why Willowbrook is discontinuing.

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Dr. Kosey stated that Willowbrook was not happy with the services of Gateway. Once the contract and agreement are in place, marketing plans will begin to encourage other communities to participate which will then decrease the fee.

e. Gold Medal Finalist

Dr. Kosey announced that the Park District is a Gold Medal Finalist for Category 5, population of 30,000 or less. Staff are working on the video, photos, and dialogue submission to continue the process. The Park District efforts in the Master Vision and Strategic Plan, DEI, and partnerships are valued components of the application process.

President Knitter stated that winning is not the most important factor of the Gold Medal process, but the work that goes into making the Park District a better agency by applying also keeps the Park District disciplined.

Dr. Kosey reported that the winner will be announced in October at the National Conference in Atlanta, GA.

7. REPORTS:

a. Administration and Enterprise Operations Report

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

Dr. Kosey encouraged the Commissioners to attend Tom's Try-athlon on Saturday, June 1<sup>st</sup>, 8:00 am.

President Knitter added that Tom Truedson, a longtime Commissioner, is sponsoring this triathlon.

Dr. Kosey reported that the Tennis Center is doing well hosting the Nazareth Academy on the outdoor courts for practice and matches.

President Knitter recognized Commissioner Ivkovic Kelley's son in winning first place in his age group at a USGA hosted tennis tournament.

Dr. Kosey proposed the Objective and Key Results (OKRs) for 2024-2025. There is no cost for Full-Time employees. There is a payout to Part-Time employees if all four of the OKRs are met.

Commissioner Suleiman recommended reviewing an OKR concerning the audit presentation that the Park District is applying for.

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Dr. Kosey stated that the audit presentation is the GFOA Budget Award. Team Building met to organize and present the budget items to apply for the GFOA Budget Award.

Commissioner Suleiman communicated that this award application is a good example of how the Park District can improve even though the award will not yield money.

b. Finance and Human Resources Report

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

Mr. Salinas reported on the past twelve months of the 2023/2024 fiscal year (FY). Although the FY has ended April 30, 2024, staff are still processing invoices from the 2023/2024 FY so expenditures will go up. There will be audit adjustments so the Tennis Center and General Fund surplus will decline. The Recreation Fund also has a surplus, and the HVAC expense will move to this current FY. The final report will be at the October Board meeting.

Commissioner Suleiman asked where the revenue for IT came from.

Mr. Robert Pechous answered that some of the revenue came from the surplus equipment, but most came from a Zoom lawsuit settlement money.

c. Recreation and Communications Report

Mr. Robert Pechous presented his report, which can be found in the Park District's records.

Mr. Pechous reported that there has been a major increase in Pickleball private rentals compared to last year's FY, the Pioneers lecture series at Central Park West (CPW) have been very popular, and Kate Sniegowski, Recreation Manager, has moved to the Recreation Department and will be working on Concessions and Cultural Arts starting in the Fall.

Mr. Pechous stated that the fiber data lines are installed at Concessions so cashless payments such as Apple Pay can be made. Staff will be observing the trend of the items sold at Concessions.

Mr. Pechous reported that the Pink 5K had many sponsorships, and Oak Brook First was discussed earlier during Communications/Proclamations.

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President Knitter suggested that Marketing reach out to the library and add Oak Brook First to their flyer of activities.

d. Parks and Facilities Report

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

Mr. Johnson stated that the Landscape Specialist has been placing tulle fabric around young trees to protect them from Cicadas.

Mr. Johnson reported that Mr. Rob Bond, Superintendent of Aquatic and Maintenance Operations, completed the Financial Sustainability Certification program, and Mr. Bond also attended the IPRA DEI institute. Mr. Grant Gilchrist, Aquatic Manager, attended the IPRA Aquatic Roundtable.

Mr. Johnson announced that the Master Swim Team has four swimmers who qualified for the Illinois State Championships in May for the Small Teams category.

Mr. Johnson reported that preventative maintenance for rooftop HVAC units has been completed. Staff, primarily in Aquatics, are receiving estimates for summer projects.

Mr. Johnson stated that Maintenance is preparing Splash Island for the coming weekend.

President Knitter asked if there will be a Dog Day at Splash Island.

Commissioner Gondek stated that Hinsdale has a Dog Day at closing.

Mr. Johnson concluded with the demoing of a new treadmill that members can provide feedback by scanning the QR code on the treadmill.

8. UNFINISHED BUSINESS

- a. Ordinance 24-0520: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve Ordinance 24-0520: An Ordinance for Transferring Anticipated Unexpended Funds from Certain Appropriation Items to Other Items of Appropriation.

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

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Nays: None

b. Section 1.9 Policy for the Administration of Key/Key Card Access

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve Section 1.9 Policy for the Administration of Key/Key Card Access.

President Knitter asked for a confirmation that these keys are for employees and staff as a policy.

Dr. Kosey confirmed that this Key Policy is for employees and staff.

The motion passed by roll call vote.

Ayes: Commissioners Gondek, Ivkovic Kelley, Suleiman, and President Knitter  
Nays: Vescovi

c. Buy Board National Purchasing Cooperative

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the Buy Board National Purchasing Cooperative.

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

d. Family Recreation Center Roof Replacement Phase 3

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve the Family Recreation Center Roof Replacement Phase 3.

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

e. IPRA Environmental Report Card for Oak Brook Park District

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the IPRA Environmental Report Card for Oak Brook Park District.



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President Knitter asked if there is anything that should be added to the IPRA Environmental Report Card.

Mr. Johnson stated that there is a new version of the report card, however, IPRA recommended using the current version and not using the new version. Mr. Johnson communicated that we should view the whole operation to improve sustainability from transitioning to earth revenue products to alternative energy powered vehicles.

The motion passed by roll call vote.

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

f. HVAC Rooftop Units Replacement

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Ivkovic Kelley, to approve the HVAC Rooftop Unit Replacement.

Mr. Johnson reported that the cost decreased after the Trane team reevaluated the HVAC units.

The motion passed by roll call vote.

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

9. NEW BUSINESS

a. Tennis Center Window Replacement Bid

Dr. Kosey stated that the original windows need to be replaced.

b. Family Aquatic Center Paint Project Bid

Mr. Johnson reported that all the Aquatics vertical walls will be painted. The Family Recreation Center facelift will take place in the Fall.

Dr. Kosey added that the walls are also original.

President Knitter asked about the palette so that there is more cohesiveness with the tile and paint.

Mr. Bond stated that they would like to brighten it up with possibly soft blue and keep some dark blue. Palette will be included in the contract.

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c. Unsupervised Minimum Age for Facility Usage

Dr. Kosey reported that the age guideline was not consistent, so staff are trying to make the ages consistent in all the building. Overall, fourteen years old will be the minimum age to utilize the fitness center, gym, aquatic, and Tennis Center.

Commissioner Suleiman asked whether there would be a limited number of underage children under the care of a young guardian.

Dr. Kosey answered there is not a limited number.

President Knitter asked if there were any issues with too many young children for a young guardian.

Mr. Steve Adams stated that there is a general use ordinance if behavior is unruly by young children.

President Knitter suggested the Park District monitor the 14-year-old use.

d. Objectives and Key Results

Dr. Kosey requested the Board review the updated Objective and Key Results (OKRs). Staff and Leadership Team updated OKRs to be challenging yet also maintaining the previous OKRs.

e. Purchase of Life Floor Material and Installation through Buy Board Purchasing Cooperative

Dr. Kosey reported that the Board approved the Coop, so the Coop will now be able to help purchase the Life Floor Material and Installation.

Commissioner Suleiman confirmed that the palette will coordinate well with Splash Island to create a “timeless look.”

f. Resolution 24-0521: A Resolution Appointing the Human Resource and Risk Manager of the Oak Brook Park District as the Authorized Agent with the Illinois Municipal Retirement Fund (*Requires Waiving the Board Rules to Approve at this Meeting.*)

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to waive the Board Rules to approve at this meeting for Resolution 24-0521: A Resolution Appointing the Human Resource and Risk Manager of the Oak Brook Park District as the Authorized Agent with the Illinois Municipal Retirement Fund.

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

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

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to approve Resolution 24-0521: A Resolution Appointing the Human Resource and Risk Manager of the Oak Brook Park District as the Authorized Agent with the Illinois Municipal Retirement Fund.

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

- g. Renewal of the Intergovernmental Agreement between the Board of Education of Butler School District #53 and the Oak Brook Park District for a Before and After School Program for School Year 2024-2025 through 2027-2028. (Dolphin Station)

Dr. Kosey communicated that the Dolphin Station is a before and after school care collaboration with Butler School District #53 and Oak Brook Park District. This is a review of the intergovernmental agreement.

Commissioner Vescovi asked if the Park District will charge for this school care.

Dr. Kosey answered patrons register with the Park District and there is a charge.

Mr. Pechous stated the Park District stopped having Dolphin Station at the school site due to COVID. Now Dolphin Station is returning to the school, so parents can pick up their child(ren) at the school again.

Commissioner Vescovi asked if food is provided to the children.

Dr. Kosey answered that morning food and afternoon snacks are provided.

President Knitter added that the participants pay for the food and snacks.

- h. Approval of a Travel Expense for Commissioner Attendance at the National Recreation and Park Association Conference held in Atlanta, Georgia, October 8-10, 2024

Dr. Kosey stated that by state law the Park District must disclose the travel expenses for Commissioners who are attending the National Conference. Commissioners Ivkovic Kelley, Suleiman, and President Knitter will attend. Commissioner Vescovi will not attend, and Commissioner Gondek will contemplate it.

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10. THE NEXT REGULAR MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF PARK COMMISSIONERS WILL BE HELD ON JUNE 17, 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 June 17, 2024, at 6:30 p.m.

11. ADJOURNMENT

Motion: Commissioner Suleiman made a motion, seconded by Commissioner Gondek, to adjourn the May 20, 2024, regular meeting of the Oak Brook Park District Board of Commissioners. The motion passed by voice vote, and the meeting adjourned at the hour of 7:27 p.m.



Laure L. Kosey, Executive Director

In accordance with the provisions of the Americans with Disabilities Act, any individual who is in need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the Oak Brook Park District Board of Commissioners should contact: Laure Kosey, Executive Director at 630-645-9535.