



PARK DISTRICT
of OAK PARK

**Park District of Oak Park
Regular Board Meeting
Hedges Administrative Center
218 Madison Street, Oak Park, Illinois
Thursday, January 21, 2016 at 7:30pm**

Minutes

The meeting was called to order at 7:30pm.

I. ROLL CALL

Present: Commissioners Guarino, Lentz, Porreca, and Wick. President Aeschleman was absent.

Park District Staff Present: Jan Arnold, Executive Director; Chris Lindgren, Superintendent of Buildings and Grounds; Kyle Cratty, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Diane Stanke, Director of Marketing and Customer Service; Scott Sekulich, Manager of Customer Service; Bobbi Nance, Senior Manager of Strategy & Innovation, and Karen Gruszka, Executive Assistant.

Others Present: Joan Fiscella, League of Women Voters.

II. APPROVAL OF AGENDA

The motion was passed by a voice vote.

III. VISITOR/PUBLIC COMMENTS - None

IV. CONSENT AGENDA

A motion was made by Commissioner Wick and seconded by Commissioner Lentz to approve the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of December; Board Meeting minutes from the Committee of the Whole Meeting, December 3, 2015; and Regular Board Meeting, December 17, 2015. **The motion passed with a roll call vote of 4:0.**

V. STAFF REPORTS

A. Director's Report

Jan Arnold, Executive Director, updated the Board on the AGEEC construction, gave a tour of the AGEEC construction to, Brad Bartels, Board President of Festival Theatre; they are very excited for the new space, Maple Park pre-bid is out and the walk thru has taken place – 18 bid packets have been downloaded, the Feasibility Study contract has been signed and meetings have been set, the IGOV meeting is this Saturday, the IPRA Conference is next week, Representative Lily and Senator Harmon have confirmed their luncheon invite to join us at the IPRA/IAPD awards luncheon, the ice rinks are up but the weather is not cooperating, Winterfest will take place at Taylor Park on January 30, permits for summer sports are now being worked on and will begin issuing next week.

B. Division Managers' Reports (Updates & Information) – Written Report Included in Board Packet.

C. Revenue/Expense Status Report – Kyle Cratty gave the Board an update on the 2015 year in review. The Board had a few item line questions.

VI. OLD BUSINESS

A. Recreation and Facility Program Committee - None

B. Buildings and Grounds/Facility Maintenance Committee - None

C. Administration and Finance Committee - None

VII. NEW BUSINESS

1. Annual Scholarship Report

Scott Sekulich, Manager of Customer Service, and Diana Stanke, Director of Marketing and Customer Service; informed the Board of number of participants, households, and monies spent in the scholarship program for 2015 along with comparisons from 2014. Discussion took place on seniors, teenagers, marketing of the scholarship program, and the procedure for the reallocation of the funds for the following year, and how specified amounts aren't awarded to each family but that it is catered to each individual family. **No Board approval is needed for this item.**

2. Center Utilization

Bobbi Nance, Senior Manager of Strategy & Innovation, handed out a page of charts showing the usage of the PDOP's centers stating this is the 3rd year of gathering this data and the first full year of data gathered at RCRC. Discussion took place on scheduling, program usage, the breakdown of heavy times vs. available times, adjustments made to scheduling, and how the location of centers affect the centers' use. **No Board approval is needed for this item.**

3. 2015 Performance Measures

Bobbi Nance, Senior Manager of Strategy & Innovation, informed the Board that while the year-end financials have not yet been finalized, she feels the current data used reflects the Park Districts performance. Discussion took place on goals, pass sales, satisfaction scores, participation, live data, graphs within the report, wellness, and the winning of the CAPRA and the Gold Medal awards, and the staff's use of the results in their everyday planning. **No Board approval is needed for this item.**

4. Park Report Card

Bobbi Nance, Senior Manager of Strategy & Innovation, reminded the Board that each park in our system was visited twice May through August with the results recorded to complete the report card. Items graded in the parks included: paths, sidewalks, passive greenspace, playgrounds, bathrooms, sitting areas, drinking fountains, athletic space, and parking lots. The grades of the report were briefly discussed along with the resident ability to inform the District of items needing to be fixed in the parks, bathroom improvements, maintenance responsibilities, and the Board's request to have bike racks be moved to the parking section of the report card. The Board was informed that the PDOP has been contacted by other Park Districts to get information on how to create a report card of their own, and that in the near future we will be using our GIS material to map out every bench, bike rack and garbage can, and that the lowest scoring parks align with our Master Plan and are scheduled for upgrades in 2016, 2017 and 2018. **No Board Approval is needed for this item.**

VIII. COMMISSIONERS' COMMENTS

- **Commissioner Guarino** – Attended the AYSO/OPYB/S meeting where they voiced their concerns regarding needed time to practice and limited field space but commended the PDOP staff and the field conditions. Has heard nothing but good comments from the basketball program and voiced concern on how we could continue to increase our demographics and to keep all of the community in our radar.
- **Commissioner Wick** – None.
- **Commissioner Porreca** – Is excited about the IPRA Conference. She also attended the WSSRA Board Meeting; WSSRA and Franklin Park Park District will be co-hosting the upcoming Legislative Breakfast coming up on February 19.
- **Commissioner Lentz** – Looking forward to the conference, had a good experience last year.
- **Commissioner Aeschleman** – Reminded the Board to start thinking of programming uses aspect for the Feasibility Study that would appeal to the community. He thanked staff for all their work they are putting into the sports permitting and working with all of the sports groups. He would be attending the IGOV meeting with Jan and will be discussing debt/finances/and collaboration with the entities.

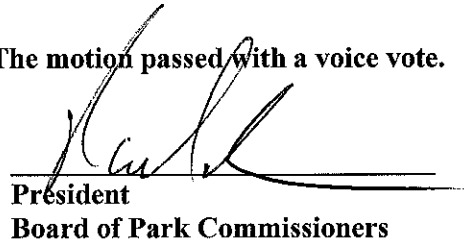
IX. EXECUTIVE SESSION - None

X. ADJOURNMENT

At 8:49pm the Regular Board meeting was adjourned. **The motion passed with a voice vote.**


Secretary
Board of Park Commissioners

February 18, 2016
Date


President
Board of Park Commissioners

February 18, 2016
Date

