

**Park District of Oak Park
Committee of the Whole
Hedges Administrative Center
Oak Park, Illinois
Thursday, March 2, 2017**

Minutes

The meeting was called to order at 7:37pm.

I. Roll Call

Present: Commissioners Guarino, Lentz, Porreca, Wick and Commissioner Aeschleman.

Park District Staff present: Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Chris Lindgren, Superintendent of Buildings and Grounds; and Karen Gruszka, Executive Assistant.

Others Present: Joan Fiscella, League of Women Voters.

II. Public Comment - None

III. Recreation and Facility Program Committee - None

IV. Buildings and Grounds/Facility Maintenance Committee

A. Taylor Park Master Site Plan Update

Executive Director Arnold reminded the Board that the Taylor Park Master Plan was redone in 2008 with Phase I worked on in 2011 with the park opening in 2012. The Park District's policy is that the parks' master plans be looked at once every ten years. Altamanu, Inc. was the architect for this master plan and will be on board for this update. There will be a Community Meeting on Wednesday, March 8, at Andersen. Commissioner Wick will be attending the meeting with President Aeschleman.

B. Austin Gardens Update

Executive Director Arnold informed the Board that the VOP cancelled their Planning Commission Meeting and will be rescheduling it and that she would update them accordingly. The VOP will need to post a notice of the meeting 15 days prior to adjacent properties. On March 19, the Austin Guards will be hosting a rally in the park to bring awareness to the possibility of the building being built and the impact on the park. **No action is needed by the Board on this item.**

V. Administration and Finance Committee

A. Travel Reimbursement Ordinance

Jan Arnold, Executive Director, informed the Board of the Local Government Travel Expense Control Act (PA 99-604) that regulates the official business travel of district officials. The law requires the Act to be accepted by the Board in an Ordinance. The Board agreed that the Park District does a great job of managing travel and reimbursements. **This will come before the Board at the March Regular Board Meeting under the consent agenda.**

B. Donation of Solar Panels by Natural Resources Defense Council

Executive Director Arnold reminded the Board of the donation of the solar panels from NRDC. The donation was 6 panels, the Park District purchased 14, for a total installation of 20 panels.

These panels will generate 30-40% of the required energy for Longfellow Center annually. The Board agreed that it was generous gift to help in our sustainability efforts and wanted the staff to be on the lookout for more such initiatives for the District. **This will come before the Board at the March Regular Board Meeting under the regular agenda.**

C. Purchase Card Agreement

Executive Director Arnold informed the Board that due to numerous service issues with our current provider, the Park District decided to end the relationship. After vetting numerous credit card companies, Huntington Bank was found to be the best fit allowing non-paperless systems, providing efficiencies with transactions, and local customer service. The Board discussed feedback from other users. **This will come before the Board at the March Regular Board Meeting under the consent agenda.**

D. Program Brochure Bid Update

Late in 2016, our brochure printer informed the PDOP that due to staffing problems they would not be able to print our winter brochure. Staff went back to our last printer and they were able to step in and got out the brochure. The PDOP will be going out to bid on March 3, with the bid opening on March 17. We will be asking for the Regular Board Meeting scheduled on March 16, 2017, to be continued so that we can have the board approve the bid contract in time for our spring brochure. **No action is needed by the Board on this item.**

VI. New Business - None

VII. Closed Session

At 7:56pm Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners convene into closed session for the discussion of the performance of a specific employee of the Park District and to discuss the purchase or lease of real property for the use of the District. **The motion passed with a roll call vote of 5:0.**

At 8:45pm a motion was made by Commissioner Wick and seconded by Commissioner Porreca to adjourn the Closed Session. **The motion passed a voice vote of 5:0.**

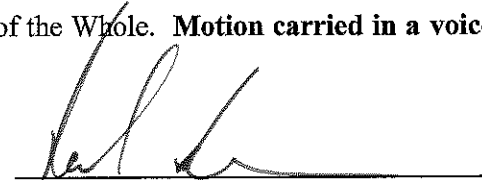
VIII. Adjournment

At 8:45p.m. a voice vote was taken to adjourn the Committee of the Whole. **Motion carried in a voice vote.**



Secretary
Board of Park Commissioners

April 20, 2017
Date



President
Board of Park Commissioners

April 20, 2017
Date