



PARK DISTRICT of OAK PARK

**Park District of Oak Park
Regular Board Meeting
Hedges Administrative Center
218 Madison Street, Oak Park, Illinois
Thursday, January 25, 2018**

Minutes

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

I. ROLL CALL

Present: Commissioners Lentz, Porreca, Wick, and President Aeschleman. Commissioner Guarino arrived at 7:31.

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; Travis Stephen, Sports Field Manager; Greg Stopka, Strategy & Innovation Manager, 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, 2017; approve minutes from the Committee of the Whole Meeting December 2, 2017, and Regular Board Meeting December 14, 2017; approve Closed Session Minutes from December 7, 2017; approve Euclid Square Park Master Plan; approve Park District Citizen Committee Appointment – Karen McMillin; and approve Park District of Oak Park Disposal Ordinance 2018-01-01. **The motion passed with a roll call vote of 5:0.**

V. STAFF REPORTS

A. Director's Report

Jan Arnold, Executive Director, thanked the Board for attending the annual IPRA/IAPD Conference. Both David and Sandy received Master Board Awards and Diane Stanke won an alumni award from Western University. Thirty staff members attended conference and brought back a lot of great information that was shared at the Manager's Meeting today and will continue to be shared with staff. Senator Harmon joined us at our table at the IPRA/IAPD awards luncheon and was very complimentary of the Park District. The Community Service Awards are coming up at the February Regular Board Meeting, Thursday, February 15; the ice rinks are currently closed due to inclement weather; and Winterfest has been postponed and will take place as a pop-up event when the weather is more inclined for a successful event.

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

C. Revenue/Expense Status Report – Jan updated the Board that since 2012, taxes have increased on average 2.09% while earned revenue has increased on average 11.97%; earned revenue has increased by \$3.6 million, which is \$1.5 more than the District's debt service payment in 2017; total operational expenses have increased by 3.57%

on average or 8.4% lower than the average increase in earned revenue. Four budgets in 2017 have surpassed \$1 million dollars in revenue (Gymnastics, Rink, General Recreation, and Sports and Fitness) and the Cheney Mansion Fund not only has a positive fund balance, but it is now in compliance with the District's Fund Balance Policy; a Net Income of \$82,961 for the year puts the fund at a 47% Fund Balance. The Board thanked staff for their hard work over the past years and for their strong financial performance.

VI. OLD BUSINESS

A. Recreation and Facility Program Committee - None

B. Buildings and Grounds/Facility Maintenance Committee

1. Pleasant Home Roofing Bid*

Commissioner Guarino moved and Commissioner Lentz seconded that the Park Board of Commissioners approve a contract with Detroit Cornice and Slate Co., Inc., of Ferndale, MI, for an amount not to exceed \$600,000.00. The Board was reminded of Pleasant Home's roof that was in need of repair and the history of the present roof. Twenty packets had been picked up with five bids turned in. The Board questioned the value engineering that took place to bring the costs within budget and were told of the downspouts, the driveway repair from water damage on the northwest corner, and other items that were cut but that can be looked at in the future. **The motion passed with a roll call vote of 5:0.**

2. Tree Removal and Trimming Contract*

Commissioner Guarino moved and Commissioner Wick seconded that the Park Board of Commissioners approve a two-year contract with Winkler's Tree & Landscaping of La Grange Park, IL, for \$26,200. The contract will cover pruning and removal of trees at Cheney Mansion, Rehm Park, Scoville Park, Taylor Park, and Wenonah Park. This is a step towards setting a cycle of continuous pruning and removal which will take place as needed. **The motion passed with a roll call vote of 5:0.**

C. Administration and Finance Committee - None

VII. NEW BUSINESS

1. 2017 Performance Measures

Greg Stopka, Manager of Strategy & Innovation, ran through the 4th Quarter 2017 numbers including the increase in households, scholarship funds given, program registrants and how Mpower is used as real time information to help make decisions. The Board questioned the scholarship numbers versus proportional need in the community. **No Board approval is needed for this item.**

2. Field Utilization Study

Maureen McCarthy, Superintendent of Recreation, and Travis Stephen, Sports Field Manager, discussed the utilization of the sports fields and the maintenance including: 2017 vs 2016 permits and fields' usage, aeration, over-seeding, slit-seeding, top dressing, irrigation, following of the PDOP's IPM, field position, the managing of the additional D97 school fields, and grubs. The Board discussed the drainage of Taylor Park and the moving of goals at parks for high use areas. **No action is needed on this item at this time.**

3. 2014 Envision Oak Park

The Board discussed how each felt the Park District's role was in the 2014 Envision Oak Park plan and all agreed that it would be a good tool to point towards for future collaboration as it is stated that is the Villages goal within the 2014 Envision Oak Park plan. Commissioners Wick and Porreca will bring the Board's comments to the next IGOV meeting. **No action is needed on this item at this time.**

VIII. COMMISSIONERS' COMMENTS

- **Commissioner Guarino** – Attended the Imagine Meeting for the high school. They have identified concerns and areas needing improvement. The next step is for the Imagine group to present the findings to their Board.
- **Commissioner Wick** – Mentioned that during the High School Meeting he attended, students were recognized and awarded certificates for achievements at the beginning of the meeting and wondered if it was something the Park District could do. He felt that the IGOV presentation went well at the conference and is planning one for next year. He attended the Annual Meeting where he and Sandy were awarded Master Board Member awards. He suggested all the Board Members look into becoming Master Board Members and how great it would be for the District for all the Board to be Master Board Members.
- **Commissioner Porreca** – Enjoyed the conference on Saturday. Attended Commissioner Wick’s session on the IGOV and she also attended the session on Boardmanship.
- **Commissioner Lentz** – Stated this was her second conference and she enjoyed it and took a lot of information away with her. She agreed with Commissioner Wick that all the Board should participate in the Master Board program. A Pleasant Home Board member made a \$6,000 challenge grant and Festival Theater is looking forward to its 2018 performances.
- **Commissioner Aeschleman** – Felt the conference was good this year, attended the awards luncheon and the session on Foundations.

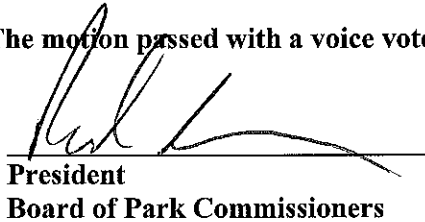
IX. CLOSED SESSION - None

X. ADJOURNMENT

At 8:38pm the Regular Board meeting was adjourned. **The motion passed with a voice vote.**


Secretary
Board of Park Commissioners

February 15, 2018
Date


President
Board of Park Commissioners

February 15, 2018
Date

