



**PARK DISTRICT  
of OAK PARK**

**Park District of Oak Park  
Regular Board Meeting  
Hedges Administrative Center  
218 Madison Street, Oak Park, Illinois  
Thursday, February 15, 2018**

**Minutes**

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

**I. ROLL CALL**

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

**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; Bill Hamilton, Superintendent of Revenue Services; Jamie Lapke, Program and Operations Manager – GRC; Chad Drufke, Program Manager-Sports and Fitness; Amanda Heiman, Program Manager-General Recreation; Mike Loszach, Program Manager-After School, Early Childhood, and Teens; Kayla Fauria, Aquatic & Rink Program Manager; and Karen Gruszka, Executive Assistant.

**Others Present:** Charlie Saville, Tom Kindler, AYSO; Laura Thompson; Kevin Cohen, Chair PDCC; Joan Fiscella, League of Women Voters; and residents.

**II. APPROVAL OF AGENDA**

No changes to the Agenda. **The motion was passed by a voice vote.**

**III. COMMUNITY SERVICE AWARDS**

The Park Board presented the Community Service Awards to the following recipients: Charlie Saville, Tom Kindler and Laura Thompson. The Board thanked them for their many hours of service and selfless devotion to their community. A brief reception took place for the awardees.

**IV. VISITOR/PUBLIC COMMENTS** - None

**V. 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 January, 2018; approve minutes from the Committee of the Whole Meeting January 11, 2018, and Regular Board Meeting January 25, 2018; approve Park District Citizen Committee New Member Appointment – Karen McMillin; and approve Disposal of Surplus Property Ordinance 2018-02-01. **The motion passed with a roll call vote of 5:0.**

**VI. STAFF REPORTS**

**A. Director's Report**

Jan Arnold, Executive Director, informed the Board that Winterfest took place this weekend with over 300 in attendance with all enjoying the winter activities. Going forward, Winterfest will be handled as a pop-up event. Currently due to weather conditions, all the outdoor ice rinks are down.

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

C. Revenue/Expense Status Report – No questions asked.

**VII. OLD BUSINESS**

**A. Recreation and Facility Program Committee**

1. **Apparel Contract Award\***

Commissioner Lentz moved and Commissioner Wick seconded that the Park Board of Commissioners give approval of the apparel bid with M&M Sports/Custompromos.com, Addison, IL, for screen printed apparel for a one-year agreement for 2018 and with the option to renew an additional two years. Executive Director Arnold reminded the Board we went out to bid on January 10, and received five bids packets. The lowest responsible bidder was M&M Sports/Custompromos.com. They currently are the Districts supplier and we have had no problems with their service. The Board had no questions. **The motion passed with a roll call vote of 5:0.**

**B. Buildings and Grounds/Facility Maintenance Committee**

1. **Field Park Playground Surfacing Contract Award\***

Commissioner Guarino moved and Commissioner Lentz seconded that the Park Board of Commissioners approve the contract with Innovation Landscaping Inc., of Plainfield, IL, for a contract amount of \$119,929.88. Executive Director Arnold reminded the Board of the failing play surface at Field Park and that it was installed in 2008. Five companies submitted bids and the lowest responsible bidder was Innovation Landscaping Inc., of Plainfield, IL. The Board questioned if money should be set aside in the CIP for future surface replacement and asked the Director to confirm the timing of the project with D97's Olympic Day. **The motion passed with a roll call vote of 5:0.**

2. **Fox and Andersen Parks Flooring**

Commissioner Guarino moved and Commissioner Lentz seconded that the Park Board of Commissioners approve a contract with Pinnacle Flooring, from Tinley Park, IL, for a total of \$64,537 which includes a 10% contingency. The Board was reminded of the Building Report Card and the flooring at Fox and Andersen centers, which were part of the comprehensive list for deferred maintenance. We went out to bid on January 17, twelve firms downloaded the plans and four bids were returned. Pinnacle Flooring, Tinley Park, was the low responsible bidder and references were positive. These projects will take place during the spring breaks. The Board had no questions. **The motion passed with a roll call vote of 5:0.**

3. **Zamboni Purchase**

Commissioner Guarino moved and Commissioner Wick seconded that the Park Board of Commissioners approve the purchase of the 2005 propane Zamboni 540 for the cost of \$41,000 with an additional \$1,300 for shipping. Executive Director Arnold reminded the Board of the current back-up Zamboni purchased in 2007 used from 1989, which is now needs to be replaced. After viewing four used machines, staff felt that the 2005 propane Zamboni 540 would be the best machine for the District, with its current age and condition it should have a life expectancy of 15 more years. The Board discussed the trade-in/disposal of the old machine. **The motion passed with a roll call vote of 5:0.**

**C. Administration and Finance Committee**

1. **Park District of Oak Park 2017 Annual Report**

The Park District of Oak Park 2017 Annual Report was given to the Board and they were informed that the information was also on our website and information would also be put in the FYI which every residence in Oak Park receives. The Board noted some of the achievements in 2017. **No action is needed by the Board was needed on this item.**

## **VIII. NEW BUSINESS**

### **1. Park District Citizen Committee Update**

Kevin Cohen, Chair, informed the Board of new initiatives the PDCC were doing such as the secret shopper where once a month a member would participate in a program, or attend a facility, or an event and give feedback on their experiences. They also are involved in all the site master plans and enjoyed being introduced to the Dasherboards and Mpower information from Greg Stopka, as well as being involved with new residents. The Board discussed new resident outreaches and the PDCC's role with the Park District Board for exchanging information. **No action is needed by the Board on this item.**

### **2. Annual Recreation Department Report**

Maureen McCarthy, Superintendent of Recreation, Amanda Heiman, Program Manager-General Recreation; Mike Loszach, Program Manager-After School, Early Childhood, and Teens; and Chad Drufke, Program Manager – Sports; reviewed the 2017 Comprehensive Program Participation Report and answered questions pertaining to the data presented including: wellness, martial arts, youth and adult sports, teens, fine arts, early childhood, nature & environmental, community events and general programming. The Board discussed some possible programs and stated they were happy to see the draw of people into Austin Gardens and stated they were happy with the across the board increase in participation. **No action is needed by the Board on this item.**

### **3. Annual Revenue Facilities Report**

Bill Hamilton, Superintendent of Revenue Facilities, Kayla Fauria, Program Manager – Aquatic and Rink, and Jamie Lapke, Program and Operations Manager – GRC, presented the 2017 Annual Revenue Facilities Report. Items discussed were the pools' past season, attendance, the pool passes, life guards, the Gold Ellis rating received, concession and vending, and the swim lessons. The ice arena operations were presented including: hockey, learn to skate, concessions, and the new curtain and window blind improvements. The gymnastic program discussed their waitlists, meets, open gym, and special programs, including: team and drop in programs and birthday parties. The Board was informed that more marketing for non-residents for the dog parks would take place in 2018 as very few non-resident passes were acquired and the Board questioned the percentage of use of each dog park. The Board also discussed possible programming for the GRC and concession costs, which they were informed a meeting with other districts has been set to discuss their concessions. **No action is needed by the Board on this item.**

### **4. IGOV Discussion Update**

The Board discussed what three collaborative items they wanted to bring to IGOV that worked along-side the 2014 Envision plan.

## **IX. COMMISSIONERS' COMMENTS**

- **Commissioner Wick** – Attended Winterfest and found it a great event. He wondered if we might consider doing a senior one-day event and was informed of collaborations with the other entities during the senior week.
- **Commissioner Porreca** – Attended the FOPCON Meeting and said that it was an interesting new dynamic as new board members are coming on and part of the old regime members are still there. She also mentioned how Patti Staley did a great job working with FOPCON.
- **Commissioner Lentz** – Stated that FOPCON and Pleasant Home Foundation are both going through board member changes and it is exciting to see new changes taking place. She also mentioned the stained glass is off-site being repaired for Pleasant Home's front entry as the funds had been fully raised for the project.
- **Commissioner Guarino** – No comment.
- **Commissioner Aeschleman** – Thanked staff for their work and Buildings and Grounds for removing the snow and briefly discussed looking into salt for ice melting alternatives.

**X. EXECUTIVE SESSION - None**

**XI. Meeting Adjourned**

At 9:48pm the Regular Board meeting was adjourned. **The motion passed with a voice vote.**

  
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Secretary  
Board of Park Commissioners

March 15, 2018  
Date

  
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President  
Board of Park Commissioners

March 15, 2018  
Date