



**Park District of Oak Park
Committee of the Whole
Hedges Administrative Center
Oak Park, Illinois
Thursday, June 7, 2018**

Minutes

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

I. Roll Call

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

Park District Staff present: Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Illiana De La Rosa, Finance Manager; and Karen Gruszka, Executive Assistant.

Others Present: Matt Beran, Lauterbach and Amen.

II. Public Comment - None

III. Recreation and Facility Program Committee - None

IV. Buildings and Grounds Committee

A. Cheney Mansion Porch Update

The Board was reminded that staff are working with the architect for the renovated front porch for Cheney Mansion. We will be going out to bid July 16, and they will be opened August 13, for approval at the August 23, Regular Board Meeting. Work is slated to begin in November 2018, ending in March 2019. **This will come before the Board at the August Regular Board Meeting under the regular agenda.**

B. OSLAD Funding Update

The Board was informed that the Illinois state budget had been set and \$29 million has been made available in OSLAD funding. Staff are busy working on the new application process to make sure the Park District is ready to apply when the process opens and looking at various parks to move forward. **No action is needed by the Board on this item.**

V. Administration and Finance Committee

A. 2017 Audit Report

Mark Beran, Lauterbach & Amen, was there to present to the Board the 2017 Audit Report and stated that it went very well and the PDOP received an unqualified audit opinion. Mr. Beran reviewed the layout of the report with the Board pointing out the Government Finance Officers Association Certificate of Excellence in Financial Reporting for 2016 and informed them the District would be applying for this again for the 2017 audit. Finally, he went over the Management Letter with the Board, which he stated is used for information, best practices, and internal controls. **This will come before the Board at the June Regular Board Meeting under the consent agenda.**

B. 2018 Budget Guidelines/Timeline

Executive Director Arnold informed the Board that the budget timeline and guidelines are set prior to the work beginning on the budget. Discussion of the CPI, fee charges for programs, and minimum wage took place. **This will come before the Board on the consent agenda at the June Regular Board Meeting.**

C. Prevailing Wage Ordinance

The Board was reminded that annually the Park District Board must approve the Prevailing Wage Ordinance that is set by the state. The PDOP will use the new Prevailing Wage as guidance to pay contractors, etc., to align with the state law. **This will come before the Board at the June Regular Board Meeting under the consent agenda.**

D. Austin Trust Update

Annually we update the Board on the Austin Trust. As in the past, \$6,000 has been issued to Festival Theatre and a \$17,686.84 disbursement will be requested by the Park District for the upkeep and maintenance of Austin Gardens. **No action is needed by the Board on this item.**

E. Semi-Annual Closed Session Minutes Review and Release*

Executive Director Arnold reminded the Board of the requirement to review the Closed Session minutes semi-annually to see if confidentiality was still needed or if they could be released to the public. The Board had consensus for the minutes from December 7, 2017, March 1, 2018, March 8, 2018, and March 15, 2018, to be released; and the minutes from August 21, 2014, September 25, 2014, October 20, 2016, and April 5, 2018, not to be released. **This item will be brought before the Board on the consent agenda at the June Regular Board Meeting.**

F. Board Retreat – June 21, 2018 Update

The Board was reminded of the upcoming Board Retreat on June 21, 2018, from 3:30-7:00pm at the Hedges Administrative Center when the IAPD self-evaluations that each board member had filled out will be looked at along with the Strategic Plan. **No action is needed by the Board on this item.**

VI. New Business

VOP TIF – Executive Director Arnold informed the Board that Mayor Anan brought up the Madison TIF at the COG meeting saying the Village of Oak Park was going to be looking to the extend the Madison TIF. The Board discussed the impact to the Park District if it were to be extended including monies, timing, etc. The Board charged President Guarino to discuss the views of the other entities, which he would then bring back to the Board for further discussion at a future meeting. **No action is needed by the Board on this item.**

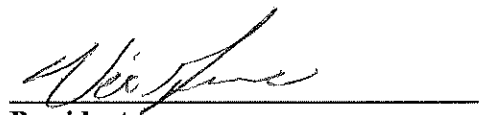
VII. Closed Session – None

VIII. Adjournment

At 8:46p.m. a voice vote was taken to adjourn the Committee of the Whole. **Motion carried in a voice vote.**



Secretary
Board of Park Commissioners



President
Board of Park Commissioners

July 19, 2018
Date

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Date