



**Park District of Oak Park
Committee of the Whole
Hedges Administrative Center
Oak Park, Illinois
Thursday, February 7, 2019**

Minutes

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

I. Roll Call

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

Park District Staff present: Jan Arnold, Executive Director; Chris Lindgren, Superintendent of Parks and Planning; Diane Stanke, Director of Marketing and Customer Service; Kyle Cratty, Director of Finance; and Karen Gruszka, Executive Assistant.

Others Present: Residents, Joan Fiscella, Woman League of Voters, Kevin Cohen, PDCC.

II. Public Comment - None

III. Recreation and Facility Program Committee

A. Registration Software Contract

Reminded the Board that the PDOP currently uses Rectrac and after the upgrade in April 2016, that it was not performing to staff and residents expectations. The PDCC along with a resident were brought in to take part in demos which helped put together an RFP. Six vendors responded and two were brought in for an extensive demonstration to staff and Amilia based out of Canada was chosen. Besides being cloud based freeing up our current servers for the District, they will provide a designated account rep to handle us along with customer service provided during weekend hours and many other advantages. The Board discussed pricing and were informed that the fee would be .8% of the registration and a maintenance fee and is year-by-year contract which makes Amilia more accountable than a long term contract. Discussion also took place on their location and background, social media sign-in, interfacing for family households, trainings, the roll-out date, and the work for staff and data transfer. **This will come before the Board on the regular agenda at the February Regular Board Meeting.**

IV. Parks and Planning Committee

A. Carroll Playground Contract Bid*

Carroll Park's master plan was completed in 2006 with oversight improvements made in 2014. With the Lincoln school's expansion the current master plan is no longer current. A Community Meeting was held on October 17, 2018, to discuss proposed changes to the master plan. Due to the demand for preschool and afterschool with the increased capacity at the Lincoln and Longfellow elementary schools the expansion requires a new building and playground. Currently there is \$1,100,000 in the CIP for the Carroll project in 2019 with the playground portion designated at \$200,000. The playground went out to bid on January 25, 2019 and are due in February 15. Twenty eight firms have picked up bid packets. The Board discussed the timing of the project, that the three classrooms will triple our current programs there, and that currently those students are being bussed to Fox. **This will come before the Board on the regular agenda at the March Regular Board Meeting.**

V. Administration and Finance Committee

A. 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.**

B. Community Survey Contract

The Board was reminded that the PDOP goes out for a community wide survey every five years as part of our Comprehensive Master Plan. On December 5, 2018, the PDOP issued an RFP, with six firms responding of which the PDOP chose two for interviews. aQuity Research of Evanston, IL, for the amount of \$27,700 is being recommended and references have been checked. The Board discussed demographics of the survey and the different mediums it will be delivered in. **This will come before the Board on the consent agenda at the January Regular Board Meeting.**

VI. New Business - None

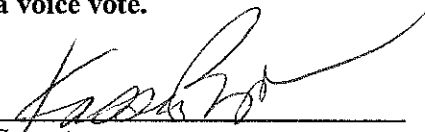
VII. Executive Session

At 8:18pm Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners convene into closed session for the discussion of performance of a specific employee of the Park District. **The motion passed with a roll call vote of 5:0.**

At 8:53pm a motion was made by Commissioner Wick and seconded by Commissioner Lentz to adjourn the Closed Session. **The motion passed a voice vote of 5:0.**

VIII. Adjournment

At 8:53p.m. a voice vote was taken to adjourn the Committee of the Whole Meeting. **Motion carried in a voice vote.**



Secretary
Board of Park Commissioners



President
Board of Park Commissioners

March 21, 2019
Date

March 21, 2019
Date