



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

**Minutes**

The meeting was called to order at 7:34pm.

**I. Roll Call**

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

**Park District Staff present:** Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Chris Lindgren, Superintendent of Buildings and Grounds; Patti Staley, Director of Horticulture & Conservatory Operations; Nelson Acevedo, Building Supervisor; and Karen Gruszka, Executive Assistant.

**Others Present:** Heather Guido, FOPCON, Chris Wullmoth, GAC Chair, and residents.

**II. Public Comment - None**

**III. Recreation and Facility Program Committee - None**

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

**1. FOPCON's Annual Report**

Heather Guido, of FOPCON, informed the Board that FOPCON had a very strong year with their uncorked events, toddler exploration, and Kidsfest, and they are excited for the plant sale. They did a matching challenge for their fiscal year annual appeal in December. Their first ever winter event, Carnival, was a huge success. They've also held a membership drive and met their goal and paid their second installment for the heating project at the Conservatory. FOPCON has donated 7,000 total volunteer hours. The Board thanked them for their time and support. **No action is needed by the Board on this item.**

**2. Oak Park Conservatory Annual Report**

Patti Staley, Director of Horticulture and Conservatory Operations, began by reminding the Board that it is the third year they have handled all park maintenance and landscaping. Patti went on to inform them that the visitors to the Conservatory in 2018, achieved their highest number of visitors to-date; new programming is taking place such as Bees; along with marketing and media coverage including a segment on WGN. Expenses were discussed as well as FOPCON partnerships including the spring, fall, and winter markets and the updating of the piping throughout the Conservatory per the Historic Assessment and the completion of the plant inventory. The Board questioned the possibility of the honey being sold in the gift shop and were assured it was being planned on. **No action is needed by the Board on this item.**

**3. Environmental Report Card**

Patti Staley, Director of Horticulture and Conservatory Operations, reminded the Board that the Environmental Report Card was created by IPRA to help Park Districts; the PDOP uses it to help with sustainability and operations. In 2019, we had a 90% score; we score high in our environmental stewardship and are known as leaders in the industry. The Board discussed items that were not taken into account on the report such as cisterns and were informed that staff are talking with IPRA on ways to expand the report card. **This will come before the Board in the consent agenda at the March, Regular Board Meeting.**

**4. Greening Advisory Committee Annual Report**

Chris Wullmoth, of the GAC, informed the Board that they had a very productive year. They continued to be consulted for plant lists at Austin Gardens and the bioswales. They headed the zero waste concerts in Scoville Park and plan to expand this to other Park District programs. The GAC is also involved in getting consistent signage at the parks, as well as energy and water audits of the buildings. They have been a fresh set of eyes while doing the checklists for the buildings. They continue to try and build their numbers and are looking towards possibly moving the meeting to nights. The Board thanked him and the GAC for their work in our parks. **No action is needed by the Board on this item.**

**5. Dole Center Property Transfer Update**

Executive Director Arnold informed the Board that she had been working with the VOP and Mark Burkland, PDOP attorney, on the language of the property transfer as well as when it would go before the VOP Board. The Library's agreement would transfer over to the PDOP as a tenant of the building. Once the transfer took place, work would be take place over the summer and the Senior Center would be able to be up and running between October and December of this year. The Board asked if there would be a shuttle system for the seniors to get to Dole and were informed that the PDOP was working with the Township on that. **This will come before the Board at the Continued Regular Board Meeting on April 4.**

**6. VOP Fleet Services IGA Update**

The Board was informed that the VOP had come to the PDOP with a new IGA that would exclude capital and would continue to charge the PDOP the 30% markup on parts as well as labor and the supervisor expense. This reflects the same terms as we currently have with the VOP. We are waiting the final version from the VOP and will bring the Board either an IGA or an update at the next meeting. **This will come before the Board in the regular agenda at the March, Regular Board Meeting.**

**7. Fuel Services IGA Update**

The IGA for fuel is still under negotiation. The new IGA has a \$0.21 per gallon markup for fuel. This is the same agreement with other government entities. The Board agreed it is a great partnership with cost savings. **This will come before the Board in the regular agenda at the March, Regular Board Meeting.**


**V. Administration and Finance Committee – None**

**VI. New Business – None**

**VII. Closed Session – None**

**VIII. Adjournment**

At 8:34p.m. a voice vote was taken to adjourn the Committee of the Whole. **Motion carried in a voice vote.**

  
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**Secretary**  
**Board of Park Commissioners**

  
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**President**  
**Board of Park Commissioners**

April 18, 2019  
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**Date**

April 18, 2019  
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**Date**