



**PARK DISTRICT
of OAK PARK**

**Park District of Oak Park
Regular Board Meeting
Hedges Administrative Center
218 Madison Street, Oak Park, Illinois
Thursday, January 17, 2019**

Minutes

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

I. ROLL CALL

Present: Commissioners Aeschleman, Lentz, Porreca, and Wick. President Guarino arrived at 7:35.

Park District Staff Present: Jan Arnold, Executive Director; Chris Lindgren, Superintendent of Parks and Planning; Kyle Cratty, Director of Finance; Greg Stopka, Strategy & Innovation Manager, and Karen Gruszka, Executive Assistant.

Others Present: None.

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, 2018; approval of minutes from the Committee of the Whole Meeting December 6, 2018, and Regular Board Meeting December 13, 2018; approval of the 2019 PACT Agreements – Ascension Parish and School, OPTA, St. Giles Parish and School, SEAPCO; and approval of Park District of Oak Park Disposal Ordinance 2019-01-03.
The motion passed with a roll call vote of 4:0.

V. STAFF REPORTS

A. Director's Report

Jan Arnold, Executive Director, informed the Board that letters have been mailed out to the five Community Service Award recipients: Gary Cuneen, Frank Heitzman, Maria Kunigk, Margaret Scully, and Renee Davis, the rinks are up but still are not open due to inclement weather, solar panel installation is complete at 218 and the extra panels at RCRC are just needing to be connected, six community survey companies bid and two will be brought in for interview for the PDOP Community Survey, after many months of information gathering, two companies are being brought in for presentations on our registrations software, and she and Chris will be traveling to Springfield on Wednesday, January 23, to give a three minute presentation for the OSLAD grant. The Board questioned when we would hear regarding the OSLAD grant and were told fairly soon so that the work could be completed in 2019, and the Board discussed the software companies presenting for the Park District's registration.

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

C. Revenue/Expense Status Report –

Trends

Since 2012, taxes have increased on average 1.66% while earned revenue has increased on average 11.13%. Since 2012, earned revenue has increased by \$4.2 million, which is \$2.2 more than the Districts debt service payment in 2018. Since 2012, total operational expenses have increased by 5.77% on average or 5.4% lower than the average increase in earned revenue.

2018

Five budgets in 2018 surpassed the \$1 million dollars in revenue (Gymnastics, Rink, Aquatics, General Recreation, and Sports and Fitness). 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 \$79,101, puts the fund at an 80% Fund Balance. Revenues 6.75% higher than budgeted. Expenses are down approximately 8.45% compared to budget.

VI. OLD BUSINESS

A. Recreation and Facility Program Committee - None

B. Parks and Planning Committee - None

C. Administration and Finance Committee

1. Paycom Contract*

Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners authorize the Executive Director to enter into a contract not to exceed \$64,572.56 annually plus the one-time fee of \$13,150 for system implementation with Paycom Payroll LLC of Chicago, IL. Executive Director Arnold reminded the Board that this system would be taking the place of seven systems currently in use by the District including onboarding, offboarding, time clocks, payroll as well as other systems. This system is used by many Park Districts and the Oak Park Library. **The motion passed with a roll call vote of 5:0.**

2. IPRIME Investment *

Commissioner Wick moved and Commissioner Porreca seconded that the Park Board of Commissioners approve the IPRIME Investment Resolution 2019-01-01. IPRIME is an investment pool to take the place of IMET. PMA Financial Network will manage IPRIME and the District has invested with PMA for the past six years and they have demonstrated good customer service and strong investment return. The Board had no further questions from the COW meeting. **The motion passed with a roll call vote of 5:0.**

3. Appointment of Kyle Cratty as Trustee for IPRIME Resolution 2019-01-02*

Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners approve the appointment of Kyle Cratty as Trustee for IPRIME Resolution 2019-01-02. The Board was reminded that as a founding member of IPRIME, Kyle Cratty had been approached to become a trustee to ensure proper oversight. The Board confirmed it would be a non-compensated trustee position along with the time commitment needed throughout the year as a trustee. **The motion passed with a roll call vote of 5:0.**

VII. NEW BUSINESS

1. **2018 Performance Measures**

Greg Stopka, Manager of Strategy & Innovation, ran through the 4th Quarter 2018 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 on this item.**

2. Center Utilization Study

Greg Stopka, Strategy & Innovation Manager, discussed the center utilization for programming, before and after school usage, camps along with showing comparisons to 2017. The Board discussed low usage times and how to optimize them and requested if it was possible to show school locations usage in this report. **No action is needed on this item.**

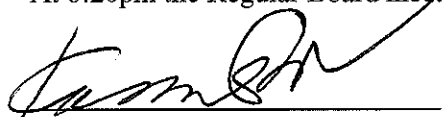
VIII. COMMISSIONERS' COMMENTS

- **Commissioner Guarino** – He was contacted by Craig Iseli, D200 Board member, looking for the history of the pool meetings between D200 and the PDOP. He informed him that Paul, as the acting President at that time, was told prior to the Imagine groups, that D200 would get back to the PDOP regarding the CRC. He asked Craig to go back to his Board and to see if they were closer to a decision towards partnering with the PDOP. Vic also mentioned that he was meeting with Anan tomorrow morning and would keep the Board informed and then questioned if we had ever looked into advertising in the church bulletins.
- **Commissioner Wick** – Attended the FOPCON meeting. Beth Cheng has resigned and they are looking for a new Executive Director. He will be attending the conference as well as presenting and volunteering at it.
- **Commissioner Porreca** – Attended the WSSRA Board meeting and mentioned that the Elmwood Park Park District is struggling to hire young people and may be having to drop swim classes due to the lack of staff. The Park Foundation has been fundraising, through emails, mail, events, and through personal thank you cards. February 23, 2019, will be a Karokee night at the School of Rock, which will raise monies towards the Scholarship Fund.
- **Commissioner Lentz** – Stated she will be presenting with Patti Staley on Saturday of the conference regarding park plants and alternate sustainable practices you can do.
- **Commissioner Aeschleman** – Did not make the Pleasant Home Board Meeting but said they now have a new Board Leader Jeff Schroeder and it was his first meeting. Festival Theatre is working on their upcoming season. He had an idea he shared, based on a scholarship for a Board member to try a new program that they wouldn't normally partake in and to come back and report on their experience to the Board.

IX. CLOSED SESSION - None

X. ADJOURNMENT

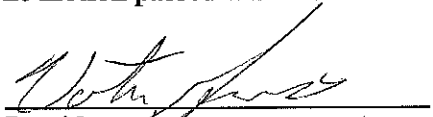
At 8:20pm the Regular Board meeting was adjourned. **The motion passed with a voice vote.**



Secretary
Board of Park Commissioners

February 21, 2019

Date



President
Board of Park Commissioners

February 21, 2019

Date