



**Park District of Oak Park  
Committee of the Whole  
Hedges Administrative Center  
Oak Park, Illinois  
Thursday, January 10, 2019**

**Minutes**

The meeting was called to order at 7:39pm.

**I. Roll Call**

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

**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; Maureen McCarthy, Superintendent of Recreation; Paula Bickel, Director of Human Resources; Scott Sekulich, Customer Service Manager; Travis Stephen, Sports Field Manager; and Karen Gruszka, Executive Assistant.

**Others Present:** Resident.

**II. Public Comment**

Jim Whalen – 208 N. Scoville. Wanted to request that chess tables be placed in Scoville Park, directly east of the library. He noted the tables at Taylor Park and Lindberg Park and stated that Scoville Park is centrally located and gets the most foot traffic and went on to point out the chess pavilions in Chicago where games are continually played throughout the days with random foot traffic stopping to play. The Board thanked him and stated that the Park District would look into the possibility and get back to him.

**III. Recreation and Facility Program Committee**

**A. Annual Scholarship Report**

Scott Sekulich, Customer Service Manager, informed the Board that the scholarships redeemed in 2018 was \$67,057.14 not including the \$5,000 YES scholarship funds. The Board discussed the number of families versus number of people and the programs and the application process to submit for a scholarship. By the continued number of new people signing up for the scholarships, Scott stated we feel that we are getting the information out about our scholarships. **No action is needed on this item.**

**B. Field Utilization Study**

Maureen McCarthy, Superintendent of Recreation, and Travis Stephen, Sports Field Manager, discussed the utilization of the sports fields and the maintenance including: 2018 vs 2017 permits and fields' usage, aeration, over-seeding, slit-seeding, top dressing, irrigation, field position, D97 school fields, and grubs. The Board stated it would be nice to include playground hours use for the D97 fields. **No action is needed on this item.**

**C. 2019 PACT Agreements**

Executive Director Arnold reminded the Board of the ongoing PACT Program which was launched in 2012, and of the agreements signed in December. These four completed PACT agreements have all been signed and have been a part of the PACT program. The PACT agreements before the Board today were the annual agreements for Ascension and St. Giles parishes and schools, SEOPCO, and OPTA. The Board had no questions for these PACT agreements. **This will come before the Board under the consent agenda at the December Regular Board Meeting.**

**IV. Parks and Planning Committee**

**A. Fuel and Fleet Service Update**

The PDOP was informed by the VOP that there would be an increase of costs and was given an IGA not only showing the increase to fuel and fleet maintenance but also to include capital costs for the upkeep of the Village's building. As of now from discussions with the other entities, they will not be signing the IGA. The PDOP has decided due to the increase in costs and the added capital costs that the PDOP will not sign the IGA and will be going out for an RFP for our fleet maintenance. The Board discussed the increases and if the VOP could respond to the RFP. **This will come before the Board on the regular agenda at the January Regular Board Meeting.**

**V. Administration and Finance Committee**

**A. Paycom Contract Recommendation**

Jan Arnold, Executive Director, informed the Board of the seven different independent systems the PDOP currently uses to maintain records on staff and that it was determined for best practices to streamline these systems to just one. Paycom was chosen and is used by many other local park districts and the Oak Park Public Library. This would be a month to month contract. **This will come before the Board on the regular agenda at the January Regular Board Meeting.**

**B. IPRIME Investment Resolution 2019-01-01**

The Board was informed that the Illinois Public Reserve Investment Management Trust (IPRIME) is taking the place of IMET. We have worked with PMA Financial Network over the past six years and they will manage IPRIME, which has a AAA rating. The Board discussed if they were insured. **This will come before the Board on the regular agenda at the January Regular Board Meeting.**

**C. Appointment of Kyle Cratty as Trustee for IPrime Resolution 2019-01-02**

The Board was informed that IPRIME has a Board of Trustees made of local government professionals to ensure proper oversight. Kyle Cratty, our Director of Finance, was approached to be on the Board. Once on the Board he will have the opportunity to provide guidance to the investment policy. **This will come before the Board on the regular agenda at the January Regular Board Meeting.**

**D. Illinois Park and Recreation Conference January 24-26 Update**

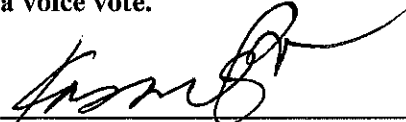
Jan Arnold, Executive Director, reminded the Board of the upcoming conference; where staff and commissioners will be attending. She informed everyone of the staff and two Board members who were going to be presenting at the conference from the PDOP. All are looking forward to bringing back good information to be shared with the District. **No action is needed by the Board on this item.**

**VI. New Business - None**

**VII. Executive Session - None**

**VIII. Adjournment**

At 8:38p.m. a voice vote was taken to adjourn the Committee of the Whole Meeting. **Motion carried in a voice vote.**

  
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Secretary  
Board of Park Commissioners

February 21, 2019  
Date

  
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President  
Board of Park Commissioners

February 21, 2019  
Date