



# PARK DISTRICT of OAK PARK

Due to the Coronavirus outbreak, the State of Illinois enacted amendments to the Open Meeting Act that authorize public bodies to host public meetings virtually in the event of a declaration of a disaster. Park District Board President Lentz has determined that an in-person meeting of the Park District of Oak Park's Regular Board Meeting scheduled for Thursday, February 18, 2021, is not practicable or prudent. Accordingly, the meeting will take place via Zoom, \*not\* on site at the Hedges Administrative Center, 218 Madison Street, at 7:30pm.

## PARK DISTRICT OF OAK PARK Regular Board Meeting Zoom Meeting

<https://us02web.zoom.us/j/86374170042?pwd=a0diR2xEMXRrM1RLZzhQUkZlTXEyUT09>  
Meeting ID: 863 7417 0042, Password: 555407; or (312) 626-6799

Thursday, February 18, 2021, 7:30pm

### **AGENDA**

- I. **Call to Order/Roll Call**
- II. **Approval of Agenda**
- III. **Visitor/Public Comment**  
*Each person is limited to three minutes. The Board may set a limit on the total amount of time allocated to public comments.*
- IV. **Consent Agenda**
  - A. Approval of Cash and Investment Summary\*
  - B. Approval of Warrants and Bills\*
  - C. Approval of Minutes\*
  - D. Approval of Disposal List 2021-02-01
- V. **Staff Reports**
  - A. Executive Director's Report\*
  - B. Updates and Information\*
  - C. Revenue/Expense Status Reports\*
- VI. **Old Business**
  - A. Recreation and Facility Program Committee
  - B. Parks and Planning Committee
  - C. Administration and Finance Committee
- VII. **New Business**
  1. Annual Recreation Department Report\*
  2. Annual Special Facilities Report\*
  3. 2020 Annual Report\*\*

**VIII. Commissioners' Comments**

Commissioner Wollmuth  
Commissioner Worley-Hood  
Commissioner Porreca  
Commissioner Wick  
President Lentz

**IX. Closed Session**

**X. Adjournment**

\*Indicates information attached

\*\*Indicates information/or additional information to be provided at or prior to the meeting

The Park District of Oak Park welcomes the opportunity to assist residents and visitors with disabilities. If you need special accommodations for this meeting, please call (708) 725-2000 or via email at Karen.Gruszka@pdop.org.



## **Agenda Comments**

Thursday, February 18, 2021

- I. **Roll Call**
- II. **Approval of Agenda** (Roll Call Vote)  
No additions to the Agenda are anticipated at this time.
- III. **Visitor/Public Comment**
- IV. **Consent Agenda** (Roll Call Vote) – Commissioner Porreca  
**Commissioner Porreca** – Motion of the Board for approval of the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of January, 2021; approve minutes from the Committee of the Whole Meeting January 14, 2021, the Regular Board Meeting January 21, 2021; and approval of Disposal List 2021-02-01.
- V. **Staff Reports**
  - A. **Executive Director’s Report\***
  - B. **Updates and Information\***
  - C. **Revenue/Expense Status Report\***
- VI. **Old Business**
  - A. **Recreation and Facility Program Committee: Commissioner Wollmuth**
  - B. **Parks and Planning Committee: Commissioner Wick**
  - C. **Administration and Finance Committee: Commissioner Porreca**
- VII. **New Business**
  1. Annual Recreation Department Report\*
  2. Annual Special Facilities Report\*
  3. 2020 Annual Report\*\*
- VIII. **Commissioners’ Comments**  
Commissioner Wollmuth  
Commissioner Worley-Hood  
Commissioner Porreca  
Commissioner Wick  
President Lentz
- IX. **Closed Session**
- X. **Adjournment**



**CASH AND INVESTMENT SUMMARY- January 2021**

	Byline	IPDLAF	CD's	PMA - iPRIME	IMET	Jan-21 TOTAL	Dec-20 TOTAL
<b>General Fund</b>							
10 - Corporate	8,839,760	9,040	(1,050,700)	7,615,636	(14,371,767)	1,041,969	1,446,468
<b>Special Revenue Funds</b>							
15 - IMRF	(1,316,258)	1,603	-	-	1,713,489	398,833	418,741
16 - Liability	(1,168,268)	8,965	-	-	1,470,434	311,130	317,557
17 - Audit	(73,826)	237	-	-	92,252	18,663	18,630
20 - Recreation	(1,970,345)	4,979	800,000	(186,375)	5,598,248	4,246,507	4,281,738
21 - Museum	(240,855)	1,220	-	133,871	306,804	201,041	200,724
22 - Special Recreation	(2,040,299)	17,121	-	-	2,307,019	283,842	377,171
25 - Special Facilities	(705,833)	3,288	-	1,040,000	593,203	930,657	1,077,327
85 - Cheney Mansion	163,094	462	-	-	52,326	215,882	214,887
<b>Capital Funds</b>							
70 - Capital Projects	99,474	78,051	500,000	(305,000)	2,336,613	2,709,138	2,131,137
70 - 2011 Bond	-	-	-	-	-	-	-
70 - 2012 Bond	-	-	-	-	-	-	-
70 - 2013 Bond	-	-	-	-	-	-	-
<b>Total Cash Available to District</b>	<b>1,586,644</b>	<b>124,965</b>	<b>249,300</b>	<b>8,298,132</b>	<b>98,622</b>	<b>10,357,662</b>	<b>10,484,380</b>
Distribution %:	15.32%	1.21%	2.41%	80.12%	0.95%	100.00%	100.00%
<b>Other Funds</b>							
50 - Health Insurance Fund	43,811	345	-	-	350,799	394,956	377,687
x - Memorial Trust	25,539	-	-	-	118,383	143,922	140,802
xx - Working Cash	207,870	-	-	-	-	207,870	207,870
<b>Total Cash Across All Funds</b>	<b>1,863,864</b>	<b>125,310</b>	<b>249,300</b>	<b>8,298,132</b>	<b>567,805</b>	<b>11,104,410</b>	<b>11,210,739</b>



**PARK DISTRICT**  
of OAK PARK

Park District of Oak Park  
Cash Status Report  
As of January 31, 2021

**Operating Accounts**

Byline Bank	0.15%	\$	1,628,196
iPrime Liquid Money Market	0.11%	\$	8,298,131
Illinois Metropolitan Investment Fund	1.39%	\$	850,127 *
Illinois Park District Liquid Asset Fund Account	0.73%	\$	125,309
		<b>\$</b>	<b>10,901,763</b>

**Operating Investment Accounts**

Western Alliance Bank / Torrey Pines Bank	0.25% due 01/13/2022	\$	249,300
	Working Solvency	<b>\$</b>	<b>11,151,063</b>
	2020 Solvency	<b>\$</b>	<b>11,399,872</b>

**2013 Bond Accounts**

Illinois Metropolitan Investment Fund 2013 Bond	0.96%	\$	59,908 **
	2013 Bond Solvency	<b>\$</b>	<b>59,908</b>

\*Includes \$116,909.68 of non-spendable funds, 9/30/14 Value \$263,521.79

\*\*Includes \$59,908.34 of non-spendable funds, 9/30/14 Value \$135,037.16



IV. B

Park District of Oak Park  
Voucher List for the Month of January  
Presented to the Board of Commissioners  
At their Meeting on February 18, 2021

Park District of Oak Park

FY 2021

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2021 TO 01/31/2021 PAY DATES 01/01/2021 TO 01/31/2021

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
<b>10 CORPORATE FUND</b>					
10-00-14-00040	ACCOUNTS RECEIVABLE				
41483	PAYCOM PAYCOM PAYROLL, LLC		50600	01/22/2021	-75.00
					<u>-75.00</u>
10-00-21-20109	IMRF WITHHOLDING				
41426	IMRF ILL MUNICIPAL RETIREMENT FUND		50553	01/15/2021	36,515.26 A
41458	ARNOLDJ JAN ARNOLD		50577	01/22/2021	30.00 A
41459	BICKEL PAULA BICKEL		50578	01/22/2021	3.44 A
41466	FAURIA KAYLA FAURIA		50585	01/22/2021	3.00 A
41477	KEOVAN MATT KEOVAN		50595	01/22/2021	18.00 A
41486	SEKULICH SCOTT SEKULICH		50603	01/22/2021	19.87 A
					<u>36,589.57</u>
10-00-21-20111	HEALTH INSURANCE SECTION 125				
41437	PDRMA PDRMA		50558	01/15/2021	11,184.26 A
					<u>11,184.26</u>
10-00-21-20114	UNION DUES				
41455	SEIU SEIU LOCAL 73		50602	01/22/2021	354.72
					<u>354.72</u>
10-00-21-20117	AFLAC SECTION 125				
41381	AFLAC AFLAC ATTN: REMITTANCE PROCESSI		50516	01/08/2021	252.66
					<u>252.66</u>
10-00-21-20118	AFLAC				
41381	AFLAC AFLAC ATTN: REMITTANCE PROCESSI		50516	01/08/2021	79.78
					<u>79.78</u>
10-00-21-20119	I LIFE				
41454	NCPERS NCPERS GROUP LIFE INSURANCE		50599	01/22/2021	12.00
					<u>12.00</u>
10-00-21-20120	ICMA WITHHELD				
41383	ICMA ICMA RETIREMENT TRUST		50527	01/08/2021	1,304.68
41453	ICMA ICMA RETIREMENT TRUST		50591	01/22/2021	1,375.02
					<u>2,679.70</u>
10-00-21-20131	ICMA ROTH IRA WITHHELD				
41383	ICMA ICMA RETIREMENT TRUST		50527	01/08/2021	198.31
41453	ICMA ICMA RETIREMENT TRUST		50591	01/22/2021	198.31
					<u>396.62</u>
10-00-21-20132	BRIGHT START PROGRAM				
41382	BRIGHTSTA BRIGHT START COLLEGE SAVING		50519	01/08/2021	100.00
41452	BRIGHTSTA BRIGHT START COLLEGE SAVING		50579	01/22/2021	100.00
					<u>200.00</u>
10-00-52-00200	LEGAL COUNSEL				
41400	ELROD ELROD FRIEDMAN LLP	20200356	50525	01/08/2021	221.50 A
					<u>221.50</u>
10-00-52-00204	COMPUTER (IT) SERVICE				
41402	AMILIA AMILIA		50517	01/08/2021	3,960.95
41403	TIAABANK TIAA BANK	20210014	50532	01/08/2021	1,555.09
41407	ACCURATY ACCURATY SOLUTIONS, LLC	20210017	50534	01/15/2021	391.75 A
41408	ACCURATY ACCURATY SOLUTIONS, LLC	20210017	50534	01/15/2021	39.98



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10-00-52-00204	COMPUTER (IT) SERVICE				
41431	NOVEN NOVENTECH, INC	20210015	50555	01/15/2021	1,955.00 A
41432	NOVEN NOVENTECH, INC	20210021	50556	01/15/2021	8,930.00
41435	NOVEN NOVENTECH, INC	20210020	50555	01/15/2021	3,162.50 A
41494	ADOBE ADOBE SYSTEMS, INC		509398	01/23/2021	461.05
41497	AMERIEAG AMERICAN EAGLE.COM		509401	01/23/2021	500.00 A
41497	AMERIEAG AMERICAN EAGLE.COM		509401	01/23/2021	300.00 A
41500	ARCHIVE ARCHIVE SOCIAL, INC.		509403	01/23/2021	199.00 A
41585	VERI VERIZON WIRELESS		509452	01/23/2021	7,915.28 A
41639	BASECAMP BASECAMP-37 SIGNALS LTD		509404	01/23/2021	29.00
					<u>29,399.60</u>
10-00-52-00208	COPYING AND PRINTING- INTERNAL				
41465	DELAGE DE LAGE LANDEN PUBLIC FINANCE	20210049	50584	01/22/2021	3,763.45
41527	IMPACT IMPACT NETWORKING LLC		509425	01/23/2021	3,180.94
					<u>6,944.39</u>
10-00-52-00299	CONTRACTUAL SERVICES - OTHER				
41401	PAYCOM PAYCOM PAYROLL, LLC		50530	01/08/2021	1,668.25
41439	PICKENS PICKENS-KANE BUSINESS SERVICES	20210018	50560	01/15/2021	85.00
41467	FLEX FLEXIBLE BENEFIT SERVICE CORP.	20210052	50586	01/22/2021	125.00
41483	PAYCOM PAYCOM PAYROLL, LLC		50600	01/22/2021	1,649.98
41483	PAYCOM PAYCOM PAYROLL, LLC		50600	01/22/2021	3,965.80
					<u>7,494.03</u>
10-00-52-00650	BANK SERVICE CHARGE				
41575	PLUNG PLUG N PAY		509442	01/23/2021	15.00 A
					<u>15.00</u>
10-00-53-00300	OFFICE EXPENSE				
41571	OFFDEP OFFICE DEPOT		509437	01/23/2021	55.64 A
					<u>55.64</u>
10-00-53-00405	COMPUTER EQUIPMENT				
41495	AMAZ AMAZON.COM		509400	01/23/2021	59.99 A
41495	AMAZ AMAZON.COM		509400	01/23/2021	52.56 A
					<u>112.55</u>
10-00-56-00605	CONFERENCE AND TRAINING				
41522	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI		509424	01/23/2021	225.00
41526	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI		509424	01/23/2021	225.00
					<u>450.00</u>
10-00-56-00610	DUES AND SUBSCRIPTIONS				
41471	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI	20210031	50590	01/22/2021	6,944.17
41637	ALLIANCE ALLIANCE FOR INNOVATION		509399	01/23/2021	100.00
41641	PAYPAL PAYPAL		509439	01/23/2021	100.00 A
					<u>7,144.17</u>
10-00-56-00620	ADMINISTRATIVE EXPENSE				
41502	CHGOTRIB CHICAGO TRIBUNE MEDIA GROU		509406	01/23/2021	7.96 A
					<u>7.96</u>
10-00-56-00621	DIRECTOR EXPENSE				
41508	DOCUMENT DOCUMENT DESTRUCTION CO., I		509412	01/23/2021	134.00 A
					<u>134.00</u>

Park District of Oak Park

FY 2021

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VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
10-00-56-00622	BOARD EXPENSE				
41524	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI		509424	01/23/2021	225.00
41525	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI		509424	01/23/2021	225.00
					<u>450.00</u>
10-00-58-00820	TELECOMMUNICATIONS				
41463	COMCAST COMCAST	20210030	50582	01/22/2021	8,169.45
41636	VERI VERIZON WIRELESS		509452	01/23/2021	1,317.75 A
					<u>9,487.20</u>
10-35-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	203.07
					<u>203.07</u>
10-35-53-00313	SUPPLIES - BUILDING MATERIALS				
41581	TELETRON TELETRON ACE HARDWARE		509448	01/23/2021	10.60 A
					<u>10.60</u>
10-35-53-00330	ANIMAL CARE				
41496	AMAZ AMAZON.COM		509400	01/23/2021	35.97 A
					<u>35.97</u>
10-35-53-11100	GIFT SHOP				
41496	AMAZ AMAZON.COM		509400	01/23/2021	19.99 A
41496	AMAZ AMAZON.COM		509400	01/23/2021	129.95 A
41503	CLESEN CLESEN WHOLESALE		509407	01/23/2021	947.75 A
41503	CLESEN CLESEN WHOLESALE		509407	01/23/2021	1,105.20 A
41503	CLESEN CLESEN WHOLESALE		509407	01/23/2021	1,151.40 A
41519	HOBB HOBBY LOBBY		509422	01/23/2021	80.34 A
41532	KENNI KENNICOTT BROTHERS CO.		509428	01/23/2021	35.25 A
41569	NETHER NETHERLAND BULB COMPANY		509435	01/23/2021	172.13 A
					<u>3,642.01</u>
10-35-53-11105	CONSERVATORY SPECIAL EVENTS				
41531	JEWELS JEWEL - OSCO		509427	01/23/2021	28.45 A
41531	JEWELS JEWEL - OSCO		509427	01/23/2021	17.97 A
41574	PETESFR PETE'S FRESH MARKET ROOSEVELT		509441	01/23/2021	59.88 A
					<u>106.30</u>
10-35-56-00610	DUES AND SUBSCRIPTIONS				
41528	IPRA ILLINOIS PARKS & RECREATION ASSOCI		509426	01/23/2021	264.00
41529	IPRA ILLINOIS PARKS & RECREATION ASSOCI		509426	01/23/2021	264.00
41530	IPRA ILLINOIS PARKS & RECREATION ASSOCI		509426	01/23/2021	264.00
41576	PROCTORU PROCTORU INC.		509443	01/23/2021	12.00 A
41577	PROCTORU PROCTORU INC.		509443	01/23/2021	12.00 A
41577	PROCTORU PROCTORU INC.		509443	01/23/2021	20.00 A
					<u>836.00</u>
10-35-56-11100	GIFT SHOP - SALES TAX				
41425	ILLDEP ILLINOIS DEPT. OF REVENUE		50551	01/15/2021	697.00 A
					<u>697.00</u>
10-35-58-00800	ELECTRICITY				
41464	COMED COMED	20200223	50583	01/22/2021	459.47 A
					<u>459.47</u>
10-35-58-00830	WATER				

Park District of Oak Park

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10-35-58-00830	WATER				
41631	VILLWAT VILLAGE OF OAK PARK-WATER WA		509456	01/23/2021	444.08 A
					<u>444.08</u>
10-50-52-00260	PROPERTY REPAIR				
41410	ALLTYPES ALL TYPES ELEVATORS, INC.	20210008	50536	01/15/2021	160.00
41411	ALLTYPES ALL TYPES ELEVATORS, INC.	20210008	50536	01/15/2021	160.00
41412	ALLTYPES ALL TYPES ELEVATORS, INC.	20210008	50536	01/15/2021	160.00
41413	ANDERSONE SOUTH WEST INDUSTRIES, INC.	20210006	50537	01/15/2021	165.00 A
41449	YOUNA YOUNA MECHANICAL INC	20210025	50568	01/15/2021	245.30 A
41450	YOUNA YOUNA MECHANICAL INC	20210009	50568	01/15/2021	858.68 A
41456	ALLTYPES ALL TYPES ELEVATORS, INC.	20210043	50575	01/22/2021	617.00
41487	VILLFIN VILLAGE OF OAK PARK FINANCE	20210040	50604	01/22/2021	43.00 A
41492	YOUNA YOUNA MECHANICAL INC	20210042	50608	01/22/2021	460.00 A
41493	YOUNA YOUNA MECHANICAL INC	20210042	50608	01/22/2021	1,207.50
					<u>4,076.48</u>
10-50-52-00265	FLEET SERVICE				
41582	HOME HOME DEPOT		509423	01/23/2021	54.09 A
					<u>54.09</u>
10-50-52-00270	LANDSCAPING SERVICE				
41472	INNOLAND INNOVATION LANDSCAPE, INC.	20210047	50592	01/22/2021	4,584.00 A
					<u>4,584.00</u>
10-50-52-00280	SCAVENGER SERVICE				
41447	WESTCOOK WEST COOK COUNTY SOLID WAS	20210026	50566	01/15/2021	156.61 A
41489	WESTCOOK WEST COOK COUNTY SOLID WAS	20210044	50606	01/22/2021	238.91 A
41589	WASTE WASTE MANAGEMENT CO.		509458	01/23/2021	150.27 A
41589	WASTE WASTE MANAGEMENT CO.		509458	01/23/2021	150.27 A
41590	WASTE WASTE MANAGEMENT CO.		509458	01/23/2021	1,171.55 A
41590	WASTE WASTE MANAGEMENT CO.		509458	01/23/2021	1,171.55 A
					<u>3,039.16</u>
10-50-52-00285	PORTABLE RESTROOMS				
41443	SERV SERVICE SANITATION INC.	20200856	50564	01/15/2021	66.96 A
41444	SERV SERVICE SANITATION INC.	20200856	50564	01/15/2021	66.96 A
					<u>133.92</u>
10-50-52-00286	SPORTS FIELD IMPROVEMENTS				
41422	CONSER CONSERVE FS, INC.	20210004	50547	01/15/2021	2,180.00 A
					<u>2,180.00</u>
10-50-53-00301	UNIFORMS				
41404	WOODEN GLENN WOODEN		50533	01/08/2021	74.98 A
41446	WAREHOU WAREHOUSE DIRECT OFFICE	20210003	50565	01/15/2021	609.30 A
41563	LANDS LANDS END BUSINESS		509429	01/23/2021	211.82 A
					<u>896.10</u>
10-50-53-00310	SUPPLIES-PARKS				
41429	LICHNER EDWARD P. LICHNER	20210023	50549	01/15/2021	335.10
41498	AMAZ AMAZON.COM		509400	01/23/2021	38.99 A
41498	AMAZ AMAZON.COM		509400	01/23/2021	9.30 A
41498	AMAZ AMAZON.COM		509400	01/23/2021	138.35 A
41516	GRAINGER GRAINGER, INC.		509419	01/23/2021	69.68 A
41520	HOME HOME DEPOT		509423	01/23/2021	41.99 A

Park District of Oak Park

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10-50-53-00310	SUPPLIES-PARKS				
41565	LOWES LOWES		509431	01/23/2021	95.81 A
41566	MENARDS MENARD'S		509432	01/23/2021	333.42 A
					<u>1,062.64</u>
10-50-53-00311	SUPPLIES- CLEANING & HOUSEHOLD				
41488	WAREHOUS WAREHOUSE DIRECT OFFICE	20210041	50605	01/22/2021	182.81
					<u>182.81</u>
10-50-53-00313	SUPPLIES - BUILDING MATERIALS				
41398	OHARROW O'HARROW RENOVATIONS LTD	20210010	50529	01/08/2021	2,971.00 A
41409	ADVANCED ADVANCED GEOTHERMAL PLUM	20210024	50535	01/15/2021	3,959.00 A
41498	AMAZ AMAZON.COM		509400	01/23/2021	25.63 A
41498	AMAZ AMAZON.COM		509400	01/23/2021	27.98 A
41506	CONSERVAT CONSERVATION MART LLC		509409	01/23/2021	221.66 A
41566	MENARDS MENARD'S		509432	01/23/2021	-42.36 A
41570	NORTHERN NORTHERN TOOL & EQUIPMENT		509436	01/23/2021	39.99 A
41573	PELICAN PELICAN WIRELESS		509440	01/23/2021	15.00 A
41578	SHERWIN SHERWIN-WILLIAMS CO.		509445	01/23/2021	90.27 A
41578	SHERWIN SHERWIN-WILLIAMS CO.		509445	01/23/2021	94.68 A
41582	HOME HOME DEPOT		509423	01/23/2021	82.14 A
					<u>7,484.99</u>
10-50-53-00410	EQUIPMENT				
41414	ATLASBOB ATLAS BOBCAT OMPANIES	20210007	50539	01/15/2021	65.66 A
41441	REIN REINDERS, INC	20210005	50562	01/15/2021	177.36 A
41442	RUSSO RUSSO POWER EQUIPMENT	20210027	50563	01/15/2021	86.85 A
					<u>329.87</u>
10-50-56-00600	EMPLOYEE RECOGNITION				
41445	WAREHOUS WAREHOUSE DIRECT OFFICE	20210003	50565	01/15/2021	33.96 A
					<u>33.96</u>
10-50-56-00605	CONFERENCE AND TRAINING				
41521	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI		509424	01/23/2021	6.00
					<u>6.00</u>
10-50-56-00610	DUES AND SUBSCRIPTIONS				
41430	MIPE MIDWEST INSTITUTE OF PARK EXECUT	20210002	50554	01/15/2021	25.00
41583	UOFI U OF IL ONLINE PAYMENT		509450	01/23/2021	45.00 A
					<u>70.00</u>
10-50-58-00800	ELECTRICITY				
41392	COMED COMED	20200222	50521	01/08/2021	31.83 A
41393	COMED COMED	20200222	50522	01/08/2021	499.31 A
41394	COMED COMED	20200222	50523	01/08/2021	24.85 A
41415	COMED COMED	20200222	50540	01/15/2021	68.34 A
41416	COMED COMED	20200211	50541	01/15/2021	172.04 A
41417	COMED LI COMED DELIVERY SERVICES	20200213	50546	01/15/2021	226.30 A
41418	COMED COMED	20200221	50542	01/15/2021	1,115.64 A
41419	COMED COMED	20200212	50543	01/15/2021	340.26 A
41420	COMED COMED	20200210	50544	01/15/2021	27.20 A
41424	HUDSON HUDSON ENERGY - IL	20200214	50548	01/15/2021	292.04 A
41464	COMED COMED	20200223	50583	01/22/2021	3,278.06 A
					<u>6,075.87</u>

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VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
10-50-58-00820	TELECOMMUNICATIONS				
41504	COMCAST COMCAST		509408	01/23/2021	138.40 A
					<u>138.40</u>
10-50-58-00830	WATER				
41591	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	10.00 A
41592	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	10.00 A
41593	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	10.00 A
41594	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	10.00 A
41595	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	10.00 A
41596	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	10.00 A
41597	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	10.00 A
41598	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	15.00 A
41599	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	15.00 A
41600	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	15.00 A
41601	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	15.00 A
41603	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	15.00 A
41604	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	24.81 A
41605	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	24.81 A
41607	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	40.24 A
41608	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	40.24 A
41609	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	52.86 A
41610	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	55.24 A
41612	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	65.48 A
41613	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	65.48 A
41614	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	73.86 A
41615	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	78.10 A
41618	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	90.72 A
41620	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	92.25 A
41621	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	103.34 A
41622	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	103.34 A
41623	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	115.05 A
41624	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	141.20 A
41625	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	153.82 A
41626	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	163.82 A
41627	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	204.30 A
41628	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	242.16 A
41629	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	380.98 A
41634	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	1,143.15 A
41635	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	1,986.10 A
					<u>5,586.35</u>
					<u>155,959.49</u>

FUND 10 TOTAL

16 LIABILITY

16-00-14-00040	ACCOUNTS RECEIVABLE				
41436	OAKPARK OAK PARK DISTRICT 97	20210012	50557	01/15/2021	940.00
					<u>940.00</u>
16-00-52-00504	INSURANCE DEDUCTIBLES				
41436	OAKPARK OAK PARK DISTRICT 97	20210012	50557	01/15/2021	1,000.00
					<u>1,000.00</u>

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16-00-52-00510	WORKERS' COMPENSATION				
41396	PDRMA PDRMA	20200507	50531	01/08/2021	38,554.02 A
					<u>38,554.02</u>
16-00-52-00511	PROPERTY				
41396	PDRMA PDRMA	20200507	50531	01/08/2021	50,553.78 A
					<u>50,553.78</u>
16-00-52-00512	EMPLOYMENT PRACTICES				
41396	PDRMA PDRMA	20200507	50531	01/08/2021	6,524.40 A
					<u>6,524.40</u>
16-00-52-00513	LIABILITY				
41396	PDRMA PDRMA	20200507	50531	01/08/2021	22,969.62 A
					<u>22,969.62</u>
					<u>120,541.82</u>
	FUND 16 TOTAL				

**20 RECREATION**

20-00-14-00040	YEAR END RECEIVABLES				
41638	APPLECOM APPLE.COM		509402	01/23/2021	100.00 A
					<u>100.00</u>
20-00-56-00605	CONFERENCE AND TRAINING				
41523	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI		509424	01/23/2021	225.00
41640	IAPD ILLINOIS ASSOCIATION OF PARK DISTRI		509424	01/23/2021	225.00
					<u>450.00</u>
20-00-56-00610	DUES AND SUBSCRIPTIONS				
41397	DOCNET DOCNETWORK, INC.	20200911	50524	01/08/2021	816.00 A
					<u>816.00</u>
20-05-52-00221	Brochure				
41482	MORRIS NANCY J. MORRIS N2 STUDIOS	20210046	50598	01/22/2021	4,500.00
					<u>4,500.00</u>
20-05-56-00222	Marketing				
41479	LAFLEUR JENNIFER LAFLEUR	20210053	50596	01/22/2021	1,461.00
41501	CAPSULE CAPSULCRM.COM ZESTIA		509405	01/23/2021	54.00 A
41510	DROPBOX DROPBOX INC.		509414	01/23/2021	45.00 A
41511	CONSTANT CONSTANT CONTACT		509410	01/23/2021	2,591.30 A
41512	FACEBOOK FACEBOOK		509415	01/23/2021	245.68 A
41517	GREENCOMM GREEN COMMUNITY CONNECT		509420	01/23/2021	250.00 A
					<u>4,646.98</u>
20-05-56-00225	Advertising				
41399	GROWING GROWING COMMUNITY MEDIA NF20210011		50526	01/08/2021	313.00 A
41518	HERECOMES HERE COMES THE GUIDE.COM		509421	01/23/2021	850.00 A
					<u>1,163.00</u>
20-25-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	91.42
					<u>91.42</u>
20-25-52-13050	FITNESS EXERCISE				
41564	LESMILLS LES MILLS UNITED STATES TRADI		509430	01/23/2021	186.00 A
					<u>186.00</u>
20-25-52-13170	MARTIAL ARTS PROGRAMS				
41427	ILLSHOTO ILLINOIS SHOTOKAN KARATE INC20210013		50552	01/15/2021	5,803.25 A

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20-25-52-13170	MARTIAL ARTS PROGRAMS				
41428	ILLSHOTO ILLINOIS SHOTOKAN KARATE INC	20210013	50552	01/15/2021	7,167.37 A
					<u>12,970.62</u>
20-26-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	22.96
					<u>22.96</u>
20-29-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	0.37
					<u>0.37</u>
20-61-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	1,162.34
					<u>1,162.34</u>
20-61-52-12010	COMMUNITY SPECIAL EVENTS				
41451	ASCAP ASCAP LICENSE FEE	20210029	50538	01/15/2021	734.00
					<u>734.00</u>
20-61-52-12020	FAMILY EVENTS				
41513	FANTASTFA FANTASTIC FANTASY		509416	01/23/2021	500.00 A
					<u>500.00</u>
20-61-52-12340	SPECIAL INTEREST PROGRAMS				
41474	JOHNSONST STEVEN JOHNSON	20210050	50593	01/22/2021	40.00 A
41476	KANT GARY KANTOR MAGIC OF GARY KANT	20210037	50594	01/22/2021	27.30 A
					<u>67.30</u>
20-61-53-12000	FRANK LLOYD WRIGHT RACE				
41584	USPS USPS-POSTMASTER		509451	01/23/2021	42.00 A
					<u>42.00</u>
20-61-53-12020	FAMILY EVENTS				
41509	DOLL DOLLARTREE		509413	01/23/2021	15.00 A
41509	DOLL DOLLARTREE		509413	01/23/2021	33.00 A
41509	DOLL DOLLARTREE		509413	01/23/2021	48.00 A
41514	GORDON GORDON FOOD SERVICES		509418	01/23/2021	49.73 A
41572	PARCI PARTY CITY		509438	01/23/2021	30.96 A
41572	PARCI PARTY CITY		509438	01/23/2021	81.67 A
41574	PETESFR PETE'S FRESH MARKET ROOSEVELT		509441	01/23/2021	35.52 A
					<u>293.88</u>
20-61-53-12040	AFTERSCHOOL PROGRAMS				
41507	CVS CVS PHARMACY		509411	01/23/2021	13.19 A
41509	DOLL DOLLARTREE		509413	01/23/2021	51.00 A
41531	JEWELS JEWEL - OSCO		509427	01/23/2021	7.78 A
41567	MICH MICHAELS STORE		509433	01/23/2021	20.79 A
41574	PETESFR PETE'S FRESH MARKET ROOSEVELT		509441	01/23/2021	30.86 A
41580	TARGET TARGET STORES, INC		509447	01/23/2021	34.29 A
41642	SALER SALERNO'S PIZZA		509444	01/23/2021	41.27 A
41643	UBEREATS UBER EATS		509449	01/23/2021	56.58 A
					<u>255.76</u>
20-62-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	47.87
					<u>47.87</u>

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20-62-53-12610	DANCE PROGRAMS				
41499	AMAZ AMAZON.COM		509400	01/23/2021	<u>-37.77 A</u> -37.77
20-63-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	<u>536.79</u> 536.79
20-63-53-12700	PRESCHOOL				
41509	DOLL DOLLARTREE		509413	01/23/2021	1.00 A
41509	DOLL DOLLARTREE		509413	01/23/2021	8.10 A
41509	DOLL DOLLARTREE		509413	01/23/2021	11.10 A
41509	DOLL DOLLARTREE		509413	01/23/2021	12.00 A
41531	JEWELS JEWEL - OSCO		509427	01/23/2021	3.98 A
41580	TARGET TARGET STORES, INC		509447	01/23/2021	15.92 A
41580	TARGET TARGET STORES, INC		509447	01/23/2021	<u>33.85 A</u> 85.95
20-63-53-12720	PLAYSCHOOL				
41395	NEGRON WENDY NEGRON		50528	01/08/2021	3.95 A
41515	GOODWILL GOODWILL		509417	01/23/2021	<u>23.91</u> 27.86
<b>FUND 20 TOTAL</b>					<u><u>28,663.33</u></u>
<b>21 MUSEUM</b>					
21-00-58-00800	ELECTRICITY				
41464	COMED COMED	20200223	50583	01/22/2021	<u>233.92 A</u> 233.92
21-00-58-00830	WATER				
41606	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	<u>27.62 A</u> 27.62
<b>FUND 21 TOTAL</b>					<u>261.54</u>
<b>22 SPECIAL RECREATION</b>					
22-00-52-00298	SPECIAL REC CONTRIBUTION				
41490	WESTSUB WEST SUBURBAN SPECIAL RECRE.20210032		50607	01/22/2021	93,756.25
41491	WESTSUB WEST SUBURBAN SPECIAL RECRE.20210032		50607	01/22/2021	<u>182.74 A</u> 93,938.99
<b>FUND 22 TOTAL</b>					<u>93,938.99</u>
<b>25 SPECIAL FACILITIES</b>					
25-00-51-00111	WAGES - FULL TIME				
41406	ICMA ICMA RETIREMENT TRUST		50550	01/15/2021	<u>1,363.05</u> 1,363.05
25-00-56-00605	CONFERENCE AND TRAINING				
41480	MCMAMARAS STACEY MCMAMARA		50597	01/22/2021	<u>314.00</u> 314.00
25-00-56-00610	DUES AND SUBSCRIPTIONS				
41644	ZOOM ZOOM.US		509459	01/23/2021	<u>7.49</u> 7.49
25-00-58-00820	TELECOMMUNICATIONS				
41505	COMCAST COMCAST		509408	01/23/2021	143.40 A



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					143.40
25-20-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	1,386.90
					1,386.90
25-20-53-11990	RINK CAMP				
41509	DOLL DOLLARTREE		509413	01/23/2021	6.00 A
41586	WALMART WALMART STORES, INC.		509457	01/23/2021	6.34 A
41586	WALMART WALMART STORES, INC.		509457	01/23/2021	10.00 A
41586	WALMART WALMART STORES, INC.		509457	01/23/2021	16.00 A
41586	WALMART WALMART STORES, INC.		509457	01/23/2021	26.31 A
41587	ZOOM ZOOM.US		509459	01/23/2021	7.49 A
					72.14
25-24-51-00111	WAGES - FULL TIME				
41406	ICMA ICMA RETIREMENT TRUST		50550	01/15/2021	983.70
					983.70
25-24-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	301.24
					301.24
25-24-52-11275	Gymnastics GI Joe				
41448	WINDYCIT WINDY CITY GYMNASTICS	20210016	50567	01/15/2021	200.00
					200.00
25-24-56-00050	BOOSTER CLUB EXPENSE				
41388	BIGGYM BIG GYMNASTICS, INC.	20210001	50518	01/08/2021	3,375.00
41448	WINDYCIT WINDY CITY GYMNASTICS	20210016	50567	01/15/2021	350.00
					3,725.00
25-24-56-00675	SALES TAX				
41425	ILLDEP ILLINOIS DEPT. OF REVENUE		50551	01/15/2021	8.00 A
					8.00
25-50-52-00262	PROPERTY REPAIR - RINK				
41470	HOH H-O-H CHEMICALS, INC.	20210033	50589	01/22/2021	275.00 A
					275.00
25-50-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	8.01
					8.01
25-50-53-00314	SUPPLIES- BUILDING MATERIALS - POOL				
41485	SEAWAY SEAWAY SUPPLY COMPANY	20210034	50601	01/22/2021	125.00
41582	HOME HOME DEPOT		509423	01/23/2021	26.24 A
					151.24
25-50-53-00315	SUPPLIES - CLEANING&HOUSEHOLD - RIN				
41484	SEAWAY SEAWAY SUPPLY COMPANY	20210035	50601	01/22/2021	315.90 A
					315.90
25-50-53-00316	SUPPLIES - BUILDING MATERIALS - RIN				
41469	GRAINGER GRAINGER, INC.	20210036	50588	01/22/2021	154.68
41485	SEAWAY SEAWAY SUPPLY COMPANY	20210034	50601	01/22/2021	153.50
41566	MENARDS MENARD'S		509432	01/23/2021	14.99 A
41578	SHERWIN SHERWIN-WILLIAMS CO.		509445	01/23/2021	27.76 A
41578	SHERWIN SHERWIN-WILLIAMS CO.		509445	01/23/2021	286.43 A

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					637.36
25-50-53-00319	MISC SUPPLIES - DOG PARKS				
41568	MODITY MODITY INC.		509434	01/23/2021	508.88
					508.88
25-50-58-00801	REHM ELECTRICITY				
41390	COMED COMED	20200220	50520	01/08/2021	610.92 A
					610.92
25-50-58-00802	RIDGELAND ELECTRICITY				
41440	REALGY REALGY LLC	20200224	50561	01/15/2021	4,908.28 A
					4,908.28
25-50-58-00831	REHM WATER				
41602	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	15.00 A
41630	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	406.22 A
					421.22
25-50-58-00832	RIDGELAND WATER				
41633	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	916.02 A
					916.02
25-50-58-00833	GYMNASTICS WATER				
41588	WASTE WASTE MANAGEMENT CO.		509458	01/23/2021	80.67 A
41611	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	65.48 A
					146.15
					17,403.90
					FUND 25 TOTAL
					17,403.90
<b>50 INSURANCE FUND</b>					
50-00-21-20112	LIFE INSURANCE 125 K				
41437	PDRMA PDRMA		50558	01/15/2021	627.46 A
					627.46
50-00-55-00550	HEALTH INSURANCE - PPO				
41437	PDRMA PDRMA		50558	01/15/2021	1,432.29 A
41437	PDRMA PDRMA		50558	01/15/2021	45,272.24 A
					46,704.53
50-00-55-00551	HEALTH INSURANCE - HMO				
41437	PDRMA PDRMA		50558	01/15/2021	14,208.66 A
					14,208.66
50-00-55-00552	LIFE INSURANCE				
41437	PDRMA PDRMA		50558	01/15/2021	459.12 A
					459.12
50-00-55-00553	DENTAL INSURANCE				
41437	PDRMA PDRMA		50558	01/15/2021	2,917.61 A
					2,917.61
50-00-55-00554	EMPLOYEE ASSISTANCE PROGRAM				
41437	PDRMA PDRMA		50558	01/15/2021	161.70 A
					161.70
50-00-55-00557	VISION INSURANCE				
41437	PDRMA PDRMA		50558	01/15/2021	978.17 A
					978.17
					66,057.25
					FUND 50 TOTAL
					66,057.25

Park District of Oak Park

FY 2021

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS

CHECK DATES 01/01/2021 TO 01/31/2021 PAY DATES 01/01/2021 TO 01/31/2021

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

VOUCHER NUMBER	VENDOR	PO NUMBER	CHECK NUMBER	PAY DATE/ CHECK DATE	AMOUNT
<b>70 CAPITAL PROJECTS</b>					
70-00-72-70380	TECHNOLOGY IMPROVEMENTS				
41433	NOVEN NOVENTECH, INC	20210022	50555	01/15/2021	6,900.00 A
					<u>6,900.00</u>
70-13-72-70150	CARROLL MASTER PLAN IMPROVEMENTS				
41473	INNOLAND INNOVATION LANDSCAPE, INC.	20210047	50592	01/22/2021	2,419.59
					<u>2,419.59</u>
70-20-72-70150	REHM MASTER PLAN IMPROVEMENTS				
41457	ALTA ALTAMANU, INC.	20210038	50576	01/22/2021	1,100.10 A
					<u>1,100.10</u>
70-79-72-70100	CRC SITE PLAN				
41438	PERKINS PERKINS & WILL, INC.	20200845	50559	01/15/2021	59,036.80 A
					<u>59,036.80</u>
					<u>69,456.49</u>
				FUND 70 TOTAL	
<b>85 CHENEY MANSION</b>					
85-00-52-00299	CONTRACTUAL SERVICES - OTHER				
41579	SPOTIFY SPOTIFY		509446	01/23/2021	9.99 A
					<u>9.99</u>
85-00-52-00650	BANK SERVICE CHARGE				
41462	CARDCONN CARD CONNECT		50581	01/22/2021	28.62
					<u>28.62</u>
85-00-53-00313	SUPPLIES - BUILDING MATERIALS				
41468	GALAS TRICIA GALAS		50587	01/22/2021	76.27 A
					<u>76.27</u>
85-00-58-00800	ELECTRICITY				
41421	COMED COMED	20200200	50545	01/15/2021	54.72 A
41464	COMED COMED	20200223	50583	01/22/2021	258.97 A
					<u>313.69</u>
85-00-58-00830	WATER				
41632	VILLWAT VILLAGE OF OAK PARK-WATER WA1		509456	01/23/2021	792.44 A
					<u>792.44</u>
					<u>1,221.01</u>
				FUND 85 TOTAL	
<b>99 MEMORIAL TRUST</b>					
99-20-53-00320	MISCELLANEOUS SUPPLIES				
41460	BRON BRONZE MEMORIAL COMPANY	20210039	50580	01/22/2021	161.17
41461	BRON BRONZE MEMORIAL COMPANY	20210039	50580	01/22/2021	126.73
					<u>287.90</u>
					<u>287.90</u>
				FUND 99 TOTAL	
					<u>553,791.72</u>
				GRAND TOTAL	

**Accounts Payable**

Corporate Fund	\$	155,959.49
IMRF Fund	\$	-
Liability Fund	\$	120,541.82
Audit Fund	\$	-
Recreation Fund	\$	28,663.33
Museum Fund	\$	261.54
Special Recreation Fund	\$	93,938.99
Special Facilities Fund	\$	17,403.90
Insurance Fund	\$	66,057.25
Capital Projects	\$	69,456.49
Cheney Mansion Fund	\$	1,221.01
Memorial Trust	\$	287.90
<b>TOTAL</b>	<b>\$</b>	<b>553,791.72</b>

To the Executive Director,

The Payment of the above listed accounts has been approved by the Board of  
Commissioners at their meeting held February 18, 2021  
And you are hereby authorized to pay them from the appropriate funds.

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(Treasurer)

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(Secretary)

Commissioner



**Park District of Oak Park  
Committee of the Whole  
Held as Zoom Meeting**

**Thursday, January 14, 2021**

**Minutes**

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

**I. Roll Call**

**Present:** Commissioners Porreca, Wick, Wollmuth, Worley-Hood, and President Lentz attended virtually.

**Park District Staff present:** Jan Arnold, Executive Director, attended in person; and Chris Lindgren, Superintendent of Parks and Planning; Mitch Bowlin, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Scott Sekulich, Customer Service Manager; and Karen Gruszka, Executive Assistant attended virtually.

**Others Present: None**

**II. Public Comment: None**

**IV. Recreation and Facility Program Committee**

**A. 2021 PACT Agreements**

Executive Director Arnold reminded the Board that we do an annual agreement for Festival Theatre which allows them the utilization to hold their Shakespeare plays in Austin Gardens. A youth program is also run through Festival Theatre but no dates have been able to be set with the pandemic. They did receive their annual Park District contribution of \$6,000 in 2020 but it was not able to be used, therefore, there will be no contribution in 2021. Commissioner Lentz stated that they will be doing only one play this summer which they hope will help with weather and pandemic issues but their Community Appreciation Night will still be held. **This will come before the Board under the consent agenda at the January Regular Board Meeting.**

**B. Annual Scholarship Report**

The Park District has a scholarship program to reach people that normally would not be able to afford programs otherwise. In 2020, the childcare discount program was launched for participants in our day-care and after school programs. Scott Sekulich, Customer Service Manager, began by stating the scholarship numbers were down since our programs and facilities were closed last year but scholarship patrons were able to use \$18,752.66. He was very excited to let the Board know that he is working with Amilia and testing the ability for scholarship participants to register on-line; in the past the recipient could only register in person, which will make it easier on the front-end and the back-end with customer service. Commissioner Wollmuth asked if he thought it would expand the numbers and Scott thought it would as it would be less complicated for the scholarship recipients. Commissioner Lentz asked if a lot of patrons were bumping up against the \$300 limit. Scott responded that not this year but in the past, prior to the childcare discount, there were a few with after school care. Commissioner Wollmuth asked if we should revisit the amounts and Executive Director Arnold responded that with the two programs now she does not think so. Commissioner Wollmuth then asked if we are planning on tracking the higher end usage of the scholarship families and

individual users which was confirmed is already taking place. Commissioner Worley-Hood asked if those limits could be a barrier and Scott confirmed for a few families possibly. Executive Director Arnold commented that we will continue to monitor the tiers, usage, and amount of money used and reminded them that the Parks Foundation raises funds for the Scholarships as well. Commissioner Wick asked if the unused funds would be rolled over to this year and Executive Director Arnold answered that they are not and would go into the lost revenue for 2020 and that a new budget is set annually and to remember this was an exceptional year with those funds left in the budget. Commissioner Wick also asked about the spikes with youth and seniors if they are tied together? Scott said there is more intergenerational programs we are offering. Executive Director Arnold added that our Active Adult Membership that we offer includes a lot of free programs so that many seniors have no need for the scholarship with the membership. Commissioner Worley-Hood asked about scholarships with WSSRA. Executive Director Arnold stated that WSSRA has scholarships that they award to families in need and if a WSSRA participant is in an inclusion program with the District and needs aid those funds are covered by the Park District. **No action is needed on this item.**

## **V. Parks and Planning Committee**

### **A. Rehm Park Bid Recommendation**

Executive Director Arnold stated the improvements were delayed from last year to this year and include the playground, pavilion, restroom, table tennis, and baggoss games. The project was in our budget and CIP for \$1.1M in which \$400,000 of that is coming from OSLAD. Chris Lindgren did a great job of negotiating with Integral Construction, the lowest responsive responsible bidder, and was able to bring their bid within our budget including a 5% contingency and final design payment. This is a new firm that has not worked with the District before and had good references when checked. Commissioner Wollmuth said that he was pleased when looking at their summaries that they have worked with projects upwards of \$10M which is great for our project and was pleased that all the bids were fairly close to the budgeted amount. Commissioner Lentz asked if the park will remain open during the construction which begins April 1, and will be complete by September 1, and if the trains would be available. Executive Director Arnold said that the playground and trains will be closed during construction. Executive Director Arnold reminded the Board that this project had a lot of community input and will have a lot of ADA features in it and she believes the community will really enjoy these aspects. Commissioner Lentz stated that it is great that the community knows that we hear their input. **This will come before the Board under the regular agenda at the January Regular Board Meeting.**

### **B. Pleasant Home Geothermal Professional Services Contract**

Executive Director Arnold reminded the Board that \$400,000 was put in the budget to address the HVAC at Pleasant Home and we had received a \$414,000 grant from the IDNR grant program to add to the monies in the CIP. Coming before the Board for approval today, was the start of the design work so that plans/bid documentation would be ready to go out to bid in the summer with a November 1, start date to be completed by April 1. The low responsive responsible bidder, Mark Nussbaum, has worked with the District before with the Austin Gardens and Carroll Center projects as well as the Unity Temple and Historical Society in Oak Park. Chris stated that Mark has extensive experience with a national historic landmarks so they have great confidence he will not disturb the building footprint negatively. Commissioner Worley-Hood stated the historic preservation specialists in the Pleasant Home Foundation were very thrilled with Mark Nussbaum's involvement in the project and were set at ease with his expertise with historical properties. Chris added that going geothermal will not only not raise the energy bills at Pleasant Home but the District will most likely see a slight savings from what their costs are now. **This will come before the Board under the regular agenda at the January Regular Board Meeting.**

## **III. Administration and Finance Committee**

### **A. Gift to Pleasant Home**

Executive Director Arnold reminded the Board that if the community wanted to gift something to the District, the Board must approve it and then informed them that we had been contacted by resident

Mary Wagner and she would like to donate their McKinley chair to Pleasant Home. They acquired this chair through an auction and it is original to the home. This chair will match the one that is already there and the pair could be displayed with the furnishings on the second floor. The chair does require repair and the Pleasant Home Foundation could look to fundraise for. Commissioner Wick asked if we could get out a thank you and about the gift and let the community know and was informed that it could be put out in our press release. **This will come before the Board under the consent agenda at the January Regular Board Meeting.**

#### **B. PCI Contract**

Executive Director Arnold stated that staff are looking to move forward with PCI to take over the District's social media, email strategy, and website. It would be very similar to when our IT needs were moved to Noventech and will allow the District to maximize a variety of expertise. PCI has worked with the Park District for over ten years as our Crisis Management team and two of their staff who will be on the PDOP's team live locally. There will be a full-time PDOP staff member on site who will take care of the brochure, signage, and other in-house needs. This is a 12-month agreement and will go into effect on March 1. Commissioner Wollmuth asked if postcards would still be done in-house and Executive Arnold answered that we would design the print part and PCI would work on the marketing/message component. PCI also will help with the new website RFP and do a complete analysis of our website which will be redone in 2022. Commissioner Wollmuth then confirmed how the bi-weekly meetings will be handled and was told that Maureen McCarthy and the full-time staff member would attend with the PCI contacts. Commissioner Worley-Hood asked about social equity in their organization and was informed that the three person team for the District incorporated social equity. **This will come before the Board under the regular agenda at the January Regular Board Meeting.**

#### **C. Community Mental Health Board Lease Agreement Update**

Executive Director Arnold updated the Board on the ongoing lease agreement negotiations. She wanted to remind the Board that it is a 35-year lease which came about by looking at their current rent and dividing it by the \$1M they would be putting towards the lease/CRC. Commissioner Worley-Hood commented that the length was a very common lease for entities. Commissioner Wick added that our lease with the VOP for Stevenson is a 99-year lease. Executive Director Arnold went on to say that this is a great partnership and will give the community a needed asset in the facility. The payments from the Mental Health Board are aligned with the timeline for construction and their need to be out of the building where they currently are located. **No action is needed by the Board on this item.**

#### **D. Illinois Park and Recreation Conference January 28-30 Update**

The Board was reminded of the upcoming virtual conference; a number of staff and three commissioners will be attending. Staff will be taking advantage of CEUs included with the sessions which will be a savings to the District with staff being able to acquire what they need all at that time. **No action is needed by the Board on this item.**

### **VI. New Business**

#### **1. IGOV Forum Discussion**

Commissioner Porreca informed the Board that IGOV was running a Candidate Forum for the candidates that are on the ballots for all the entities which will be taking place on Saturday, January 23. The Forum will inform the candidates what it is like to be on a Board. Each agency will be doing a brief presentation that will be covering the same three questions: 1) the agency's objectives, 2) committees and volunteer opportunities for the candidates if they end up not running/not winning their candidacy, and 3) our collaborations. Commissioner Wick stated that our Board was a good example of volunteering, as every single Board member had served on a PDOP committee prior to becoming a Board member. The Board discussed the importance of what was discussed at their Board Retreat (cost efficiencies, collaborations, equity, fundraising for the CRC, programming, and the Park District's continued focus on sustainability which is a direct cost savings) and the sharing of that information. Commissioner Porreca stated she liked collaboration and equity to be focused on.

Commissioner Lentz agreed as an example when Covid hit, we were able to collaborate with D97 and other agencies to help mitigate some of the impacts of it on people in our community. Executive Director Arnold added the examples of how we partnered with Courageous Bakery and Beyond Hunger to drive people to their businesses. The Board also discussed how we use an equity lens at the Park District through our Equity Policy as well as our Social Equity Committee of staff members to look at possible barriers in the District and how we move forward to the best of our ability with equity in mind. Commissioner Wick said the candidates are really looking forward to the forum and we hope to get at least 20 of the candidates who are fresh to this process.

**VII. Executive Session - None**

**VIII. Adjournment**

At 8:38p.m. Commissioner Wick motioned and Commissioner Porreca seconded that the Committee of the Whole Meeting be adjourned. **Motion carried in a roll call vote.**

\_\_\_\_\_  
**Secretary**  
**Board of Park Commissioners**

**February 18, 2021**  
**Date**

\_\_\_\_\_  
**President**  
**Board of Park Commissioners**

**February 18, 2021**  
**Date**





**PARK DISTRICT  
of OAK PARK**

**Park District of Oak Park  
Regular Board Meeting  
Held as Zoom Meeting**

**Thursday, January 21, 2021**

**Minutes**

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

**I. ROLL CALL**

**Present:** Commissioners Porreca, Wick, Wollmuth, Worley-Hood, and President Lentz attended virtually.

**Park District Staff Present:** Jan Arnold, Executive Director, attended in person; and Chris Lindgren, Superintendent of Parks and Planning; Mitch Bowlin, Director of Finance, Maureen McCarthy, Superintendent of Recreation, and Karen Gruszka, Executive Assistant attended virtually.

**Others Present:** None.

**II. APPROVAL OF AGENDA**

**The motion was passed by a roll call vote 5:0.**

**III. VISITOR/PUBLIC COMMENTS - None**

**IV. CONSENT AGENDA**

A motion was made by Commissioner Porreca and seconded by Commissioner Wick to approve the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of December, 2020; approval of minutes from the Committee of the Whole Meeting December 3, 2020, and Regular Board Meeting December 17, 2020; approval of the Festival Theatre Agreement, and approval of the Gift to Pleasant Home. **The motion passed with a roll call vote of 5:0.**

**V. STAFF REPORTS**

**A. Director's Report**

Jan Arnold, Executive Director, informed the Board that the Community Service Awards that usually take place in February have been postponed with the hopes that we can celebrate them in person at a future meeting, possibly in June. Registration for the winter programs is Saturday, January 23; early registration took place this week for the participants who had registered for programs in the fall that were cancelled due to re-entering Tier 3 and closures. Any classes which become full will have waitlists taken and we will expand programs and program sizes as allowed. We were able to have one day of ice on our outdoor rink finally with cooperation of the weather and it was used by quite a few residents but had to close down again due to a warm up. We have a staff member working tonight on it in hopes with the cold weather this weekend we can reopen it.

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

**C. Revenue/Expense Status Report**

Commissioner Chris Wollmuth questioned why completing designs for the CRC were not planned to be done in this year's budget and Executive Director Arnold explained that the budget was approved in 2019 and the CIP in July of 2019, and when it was originally put together the exact timing was not finalized. So, those funds have since been realized in the CIP with some movements in timing of other projects.

## VI. OLD BUSINESS

### A. Recreation and Facility Program Committee – None

### B. Parks and Planning Committee

#### 1. Rehm Park Improvements Contract Approval

**Commissioner Wick moved and Commissioner Wollmuth seconded that the Park Board of Commissioners approve the authorization to sign a contract with Integral Construction, Inc., from Romeoville, IL, for an amount not to exceed \$1,029,000.** The Executive Director reminded the Board of the updates taking place in the park renovation and the \$1.1M allocated in the CIP for the project in which \$400,000 of this is from an OSLAD grant. Chris Lindgren was able to negotiate the price of the bid with Integral Construction and get it within the budget along with allowing for a 5% contingency. Commissioner Lentz questioned if a notice of all the amenities would be in the letters going out to the surrounding properties and Executive Arnold confirmed that it would have a link on it which would bring them to the project page and Diane would email all master planning participants. **The motion passed by a roll call vote 5:0**

#### 2. Pleasant Home Geothermal Professional Services Contract Approval

**Commissioner Wick moved and Commissioner Wollmuth seconded that the Park Board of Commissioners approve the authorization to engage Architectural Consulting Engineers, Inc., of Oak Park, Illinois, for a total cost not to exceed \$45,000 to create project drawings and bid specifications for the geothermal HVAC system and to provide oversight of construction.** The Executive Director reminded the Board that this is a project that is being paid for partially by a state museum grant of \$414,000 along with the \$400,000 put aside in our CIP. Approval for design work by Mark Nessbaum, who worked with us on our geothermal at both Carroll and Austin Gardens as well as with Unity Temple here in Oak Park, is up for approval this evening. We are very comfortable with his expertise and Chris will be working closely with him and will be providing information to the Pleasant Home Restoration Committee. **The motion passed by a roll call vote 5:0**

### C. Administration and Finance Committee

#### 1. PCI Marketing and Communications Contract Approval

**Commissioner Porreca moved and Commissioner Wick seconded that the Park Board of Commissioners approve the engaging of PCI, of Chicago, IL, for information marketing and communication services and support for a one-year contract not to exceed \$130,000.** The Executive Director reminded the Board as discussed at the last meeting, that the District is looking to outsource our Marketing and Communications as we did with our IT. The District believes 2021 will be the year of communication and believes PCI can bring that expertise. We've had two meetings with them in the preliminary work gathering stage with the start of the one-year contract to begin March 1. One full-time staff member will be in our building to handle in-house needs and be a liaison with PCI. **The motion passed by a roll call vote 5:0**

## VII. NEW BUSINESS

## VIII. COMMISSIONERS' COMMENTS

- **Commissioner Wick** – Attended the FOPCON meeting and informed the Board that they are busy planning their 35<sup>th</sup> anniversary with many celebrations planned throughout the year. They are looking at different uses for surplus funds they may have as well as long term savings; they also found out that a loan they received during the pandemic needs to be paid back. Their annual appeal has garnered more money this year than last year and there is still time to donate! The plant sale is planned to take place in May and the garden walk will take place in late June or July. The IGOV Forum will take place this Saturday, from 1-2:30, with a good amount of candidates in attendance. He also stated that he has been really pleased to see how busy the tennis courts were still.
- **Commissioner Wollmuth** – Echoed his pleasure at how busy the tennis courts have been and also wanted to point out how much the turf fields are being utilized as well with the community looking to get outside. He missed the Parks Foundation meeting but Jan attended. There was no AYSO meeting nor

OPYB meeting but he has been in touch with them and was surprised to hear that their numbers have actually been growing again which was good to see. Finally, he mentioned that turnover will be taking place on the OPYB/S Board.

- **Commissioner Worley-Hood** – Attended the Pleasant Home Meeting and the EASC meeting was rescheduled to January 25, as it was originally scheduled on MLK day.
- **Commissioner Porreca** – Stated she was happy to be presenting the Park Districts presentation at the IGOV meeting this weekend. She was unable to attend the WSSRA meeting but Jan attended. She also wanted to give accolades to staff for their agility in adjusting so quickly in this constantly changing landscape and foresees some really good times ahead for the District as people get out more and more.
- **Commissioner Lentz** – Wanted to say how she appreciates our Board’s respect and ability to work together.

**IX. CLOSED SESSION - None**

**X. ADJOURNMENT**

At 8:01pm the Regular Board meeting was adjourned. **The motion passed with a roll call vote 5:0.**

\_\_\_\_\_  
**Secretary**  
**Board of Park Commissioners**

**February 18, 2021**  
**Date**

\_\_\_\_\_  
**President**  
**Board of Park Commissioners**

**February 18, 2021**  
**Date**

PARK DISTRICT OF OAK PARK

ORDINANCE NO. 2021-02-01

AN ORDINANCE AUTHORIZING DISPOSAL OF PERSONAL PROPERTY  
OWNED BY THE PARK DISTRICT OF OAK PARK

WHEREAS, in the opinion of the Park District of Oak Park, it is no longer necessary, useful, or in the best interests of the Park District to retain ownership of the personal property described in this Ordinance; and

WHEREAS, it has been determined by the President and the Board of Commissioners of the Park District of Oak Park to dispose of said personal property in the manner described in this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Commissioners of the Park District of Oak Park, Cook County and State of Illinois, as follows:

Section 1. Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings of the President and Board of Commissioners.

Section 2. Disposal of Surplus Property. The President and Board of Commissioners find that the personal property described in Exhibit A attached to this Ordinance and by this reference incorporated into this Ordinance (the "Surplus Property") is no longer necessary or useful to the Park District, and thus the Executive Director of the Park District is hereby authorized to direct the sale or disposal of the Surplus Property in the manner most appropriate to the Park District. The Surplus Property shall be sold or disposed of in "as is" condition.

Section 3. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this 18th day of February, 2021.

AYES:

NAYS:

ABSENT:

APPROVED this 18th day of February, 2021.

By: \_\_\_\_\_  
Sandy Lentz, Park Board President

ATTEST:

\_\_\_\_\_  
Chris Wollmuth, Secretary

(See Other Side)

DESCRIPTION OF SURPLUS PROPERTY

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**Items from 947 Building:**

- 1 GE Washer and Dryer
- 1 Whirlpool Gas Stove
- 1 Kenmore Refrigerator
- 1 GE Refrigerator
- Metal Shelving
- 2 Ceiling Fans
- Cubicle Walls
- 3 Graco Battery Painters
- 2 Wall Cork Boards
- 1 Rolling Book Shelf

**Items from Barrie:**

- 3 Porcelain Toilet Tank Lids
  - 1 Porcelain Toilet (Wall Mounted)
  - 1 Porcelain Bathroom Sink
  - 2 Porcelain Urinals
  - 7 Walk Pole Lights (Green)
  - 4 Double Roll Toilet Paper Dispensers
  - 2 Bins of Sport Court Tiles
  - 10 Lens Covers for Old Tennis Court Lighting
  - 20 Padding (molded)
  - 2 Sets of Bathroom Partitions
  - 8 Bullhorn Tennis Light Mounts
  - 1 Metal Door Frame
  - 21 Tennis Court Lights (Old Version)
  - 3 Small Plastic Globes
  - 1 Large Plastic Globe
  - 1 Blue Toddler Portable Slide
-



**Executive Director's Report**

*From the desk of Jan Arnold*

**Friday, February 12, 2021**

1. **Upcoming Board Meetings** – The Regular Board Meeting is scheduled for Thursday, February 18, 2021, to be held virtually. The March Committee of the Whole Meeting is scheduled for Thursday, March 4, 2021, to be held virtually. The Regular Board Meeting is scheduled for Thursday, March 18, 2021, TBD how/where it will be held. All meetings will begin at 7:30pm. At the end of my report are some events you may consider stopping by.
2. **Community Service Awards** – The Community Service Award is awarded for recognition of ongoing support, outstanding contributions of time, money, services, volunteer work or the advancement of parks and recreation. Honorees might include a non-member employee, a group, an organization, an individual, an elected official, governing body, local business, church, or school district. A group has been identified for the award and the ceremony will take place in an upcoming Regular Board Meeting when the state opens restrictions and we are back to in-house meetings.
3. **Full-day Child Care** – On January 25, we moved our full-day care partner program with D97 into our facilities since the teachers needed access to their classrooms for the transition to hybrid learning. The week of February 1, we transitioned to mirror the hybrid hours. We have one location that still offers care from 8am – 6pm for families who opted out of returning to their classrooms but still needed child care. The other locations begin at Noon when we pick up the children from their school and walk them to our locations. We are working with the free and reduced lunch families through scholarships and the Child Care Discount to help them cover the cost difference between what the school reimburses and the program costs. Full-time Supervisors and Managers are serving as the site directors to assist in controlling expenses. D97 is reimbursing a portion of the half-day and full-day fees for the free and reduced lunch families as well as for families making under \$100,000 a year. The District is offering one full-day site and five part-day sites serving our families.
4. **CRC Community Virtual Meeting** – The third CRC Virtual Meeting took place on Wednesday, November 11, and a recording of the meeting was placed on the project website which was created to provide residents with information and to view the meeting recordings at [www.OakParkCRC.com](http://www.OakParkCRC.com). The meeting was well attended. The next meeting will be held in the spring for updates on fundraising and scheduling.
5. **Museum Grant** – The Park District received the Museum Grant for \$414,000, to assist in the installation of geothermal at Pleasant Home. The Park Board approved a contract with Architectural Consulting Engineers (ACE) on January 21, to serve as the system design professional. ACE will begin working on drawings and specifications for a bid date in August. This project is expected to start in September and be completed by April 1, 2022.
6. **PARC Grant** – Staff submitted a \$2.5M grant application for the CRC. We have spoken with IDNR staff and the committee has not yet held a meeting. The staff is expecting an update on timing next month. We are excited that they still plan to award this funding and are hopeful for the announcement this spring.
7. **Rehm Park Playground** – Altamanu (Landscape Architect). This project was originally planned for 2020 and due to COVID impacts, we have moved the install date to the spring of 2021. The plans and specifications are completed and a permit is ready to be issued from the Village. The project went out to bid on November 16, 2020, with nine bids received on December 17. A contract was awarded to Integral Construction at the January 21, Board Meeting. This project is scheduled to start on April 1, and is planned

to be completed by September 1, 2021. Trains and the playground will be closed for 2021, due to construction. Master planning participants have been notified and the District has updated the website.

8. **IPRA/IAPD Conference** – The Conference was held virtually January 28-30. There were three Commissioners and ten full-time staff registered for conference. Reminder that all the sessions are posted for 30-days to access these trainings.
9. **Longfellow Ice Rink** – The rink opened on January 20, with the colder weather. Kids and families are definitely enjoying their ice time. The rink is open 8a-8p whenever the ice is frozen appropriately. A huge thanks to the Parks and Planning staff that worked to get the ice up and open to the community.
10. **Barrie Sled Hill** – The most recent snow event has given many Oak Parkers the opportunity to utilize our sled hill at Barrie as well as smaller runs at Taylor, Euclid, and Scoville. We have had a good response to our newly added sled library!
11. **Open Skate and Parent/Preschool Open Gym** – These are open for the community with the move to phase 4. Each session requires pre-registration and is limited to 50 per session.
12. **Spring Brochure** – The spring brochure is scheduled to be released to our community virtually March 5/6, and registration will begin March 13. We have elected not to print the brochure due to the ever changing program restrictions due to COVID.
13. **Pool Planning** – Staff are planning for both pools to open Memorial Day Weekend (if cool, only Rehm). A variety of safety precautions will take place including the guest will need to complete a Wellness Survey prior to entering the pool. Additionally, all users will be required to reserve a 90 minute slot to visit either pool. NO passes will be sold at the gate. Currently, we are looking at 100 at RCRC and 150 at Rehm (these numbers may increase based on mitigation). The pool will be sanitized every 90 minutes with a 30 minute break and then a new group of swimmers will be allowed to enter. Staff are working with Fenwick for lifeguard trainings in May. We will not be offering concessions other than bottled water (not sure if fountains will be allowed to be turned on) and we will not allow eating at the pool to align with the safety protocols. When individuals are not in the water, they will be required to have on a face-covering

### **Calendar of Events**

**February 8 – Conservatory Valentine’s Plant Sale - Ongoing**

**February 10 – Virtual Pre-school Open House – 6:30-7:30pm**

**February 18 – Regular Park Board Meeting – 7:30-9pm**



February

**ADMINISTRATION AND FINANCE****Mitch Bowlin, Director of Finance**

- ◆ Work continues on the 2020 Audit. Auditors were on-site at the end of January for preliminary fieldwork and testing. Final fieldwork is scheduled for the first week in March.
- ◆ The Park District is soliciting proposals for electricity supplied by community solar projects. We are planning to move all accounts not currently under contract, and hoping for a savings of 10% on supply costs with the change.
- ◆ Noventech replaced wireless access points in both Fox and Longfellow centers to improve internet access for students enrolled in remote learning.
- ◆ Staff are updating utility dashboards to include water usage. This will show the decrease in consumption since cisterns have been installed to supply water for field irrigation.

**Diane Stanke, Director of Marketing and Customer Service**

- ◆ The spring program guide will be released March 5, the same day as the 2021 Summer Camp Guide. Registration begins March 13, for both spring classes and summer camps. The Polar Bear Pool Pass sale also begins this day.
- ◆ The PDOP will not be printing the spring brochure; however, a postcard will be delivered to every household promoting spring programs, camps, and pool passes. The VOP FYI will also feature an insert regarding this information.
- ◆ A Facebook post about the new sled library at Barrie Park exploded with over 29,000 views, the highest number of any PDOP post ever!

**Scott Sekulich, Registration and Customer Support Manager**

- ◆ Scholarships used in January, was \$3,359.60. A total of 68 scholarship applications have been received and 43 Childcare Discount Membership applications have been received through January 31.
- ◆ A highly anticipated new Amilia feature allowing scholarship approved families to use their funds while registering online was launched just prior to winter registration on January 23. Scholarship families have already begun using it.
- ◆ 30 dog park memberships were purchased of which eight were renewals.

**Paula Bickel, Director of Human Resources**

- ◆ Three staff completed CPR and First Aid trainings.
- ◆ One staff member trained to drive the 15 passenger bus.
- ◆ The Risk Manager and Director of HR participated in virtual IPRA Conference.
- ◆ The PDOP is actively recruiting for two full-time General Maintenance staff.

**PARKS AND PLANNING****Chris Lindgren, Superintendent of Parks and Planning**

- ◆ Staff removed snow (several times).
- ◆ A vandalized swing was replaced at Carroll playground.
- ◆ The team removed bagworms from trees at Ridgeland and Stevenson.
- ◆ Staff have been working diligently on the ice rink at Longfellow to keep the rink open. Snow has been removed many times and several layers of water have been added to improve/smooth out the ice surface.
- ◆ The fan motor and housing from the HVAC unit was replaced in the Rubenstein room.



## **Susan Crane, Cheney Mansion and Special Events**

### **Cheney/Special Events**

- ◆ While programs and events were on hold or virtual for January, our appointment calendar for future bookings was busy with 17 appointments throughout the month, with five booking events at Cheney; three in 2021, and two for 2022.
- ◆ A virtual scavenger hunt for adults was held with seven participants on a cold Friday night, all had a good time.
- ◆ Rentals for 2021, remain on target for budgeted numbers. As mitigations ease, the opportunity to improve to budgeted numbers is a possibility based on the number of calls and emails we are receiving daily. Only a few of our early 2021, events have moved to 2022, at this point for May and June. We anticipate quick turnaround bookings as the warm weather approaches.
- ◆ Cheney began hosting childcare for remote learning for elementary aged children the last two weeks of January and will be continuing with D97's hybrid opening.

### **Pleasant Home**

- ◆ Inquiries are coming in via our new website lead generating service. In addition, with Cheney dates becoming scarce, Pleasant Home's availability is automatically included in all communication.
- ◆ The Pleasant Home Foundation is ramping up communication for their tours and look to re-open for free days and tours in early February.

### **Special Events**

- ◆ With the snow storms the last week of January, along with the full moon, we launched The Full Moon Walk on January 28, encouraging families to get out to the parks to take in the full moon. We also launched "Do You Want to Build a Snowman" as a replacement to our in-person annual Winter Fest. Participation has been great with each snowfall and the creativity the community has shown is wonderful. Photos can be seen on our website. We will be awarding PDOP logo'd prizes in February.

### **Patti Staley, Director of Horticulture**

- ◆ The Conservatory reopened to the public on January 22, with limitations of 25 visitors; 393 people visited between January 22-30.
- ◆ A virtual Seed Starting lecture was held on January 28, with 100 in attendance.
- ◆ Winter pruning of large tropical trees in the Conservatory showrooms was completed.
- ◆ Friends of the Oak Park Conservatory Board approved purchasing of a Bee Skep Clubhouse for the Elsie Jacobsen Discovery Garden.

## **SPECIAL FACILITIES**

### **Bill Hamilton, Superintendent of Special Facilities**

#### **Maintenance**

- ◆ Bill Hamilton attended the virtual IPRA/IAPD Conference; having all the sessions recorded and available for additional viewing is a great idea.
- ◆ It has been some years since we have gotten the quantity of snow that we have in January and the beginning of February. The maintenance staff, under Bill Moreth, has done a thorough job removing snow from all the sites: GRC, RCRC, Rehm, and the dog parks. Staff also took over clearing the Madison Street parking lots. We are running out of space for additional snow, let's hope we are almost through.
- ◆ Dog Park registration continues to come in. Despite the cold, snowy weather, there are quite a few renewals and new membership registrations.
- ◆ The 520 Propane Zamboni had a head gasket replaced and the 550 Electric Zamboni is having some bushings, springs, and other conditioner related items replaced; both machines are running well.
- ◆ Staff continues painting projects inside Ridgeland Common and GRC.
- ◆ With all the snow we have seen, a couple of roof leaks developed, one at GRC and the other at RCRC. We will wait until the weather gets a little better to investigate further. Annually, the roofs are inspected by Metal Masters and necessary repairs identified in the report are made.

## **Customer Service**

- ♦ Winter registration began January 23.
- ♦ We brought back one Customer Service Specialist to the Administrative Center working 30 hours weekly and have moved her back to RCRC with the re-openings.

## **Kayla Fauria, Aquatics and Rink Manager**

### **Day Camp**

- ♦ Winter Break Camp in January, was five full-days of fun with 58 campers attending in-person camp and six campers attending virtual camp.
- ♦ On January 18, Ridgeland Common had 18 campers for School's Day Out.

### **Ice Programs**

- ♦ Figure skating has reached its maximum capacity of 25 participants per time block with 274 youth and 29 adult participants.
- ♦ We are offering an Elite class for figure skaters who would have traditionally leveled out of our program on Saturday mornings with full ice.
- ♦ Hockey has also reached its maximum for Youth Hockey Academy with 105 participants.
- ♦ We are not able to offer beginner level classes this winter due to participant restrictions; however, we hope to bring them back once restrictions ease.
- ♦ Adult Hockey does still have quite a bit of space, but we believe with the return of scrimmages for Adult Level 1, numbers will continue to increase. So far, there are 27 adults registered.
- ♦ We are presently working with Franklin Park and Niles Park Districts to set up scrimmages with their travel hockey teams. We chose these districts because they have also put safety first throughout the pandemic and have stayed in line as far as guidelines.

### **Rentals**

- ♦ Rink rentals have returned with the movement back to Phase 4.
- ♦ OPRF Hockey has returned to four days a week for team practices.
- ♦ A few private renters will also now be returning the week of February 14, which we did not expect to be able to return to until at least fall of 2021.

### **Staff**

- ♦ Stacey, Bill Hamilton, and Kayla attended the Virtual IPRA Conference.
- ♦ Kayla presented at the conference on "Strengthening Your Aquatic Team and Setting the Tone."
- ♦ The department is currently in transition with the over-sight of Customer Service.
- ♦ Stacey McNamara obtained her CPRP credentials.

## **Jamie Lapke, Program and Operations Manager – Gymnastics**

- ♦ The GRC was closed for New Year's Day.
- ♦ 438 gymnasts took part in 1:1 lessons.
- ♦ The girl's and boy's teams started group lessons again after the second program pause shut down on November 14.
- ♦ The GRC was open and held 1:1 lessons on MLK.
- ♦ The USAG Boys and GIJO Boys participated in what was called a "Quaranteam" competition at the GRC. In order to run this competition in the safest manner possible, several men's judges went out to participating gyms in the Chicagoland area over the weekend to judge routines. All routine scores were compiled to get overall results on how the boys placed against other gymnast in their age group and level. Despite the lack of training due to being out of the gym, the team overall placed well!
- ♦ The XCEL Girls Team participated in a competition at Naperville Gymnastics. There were plenty of awards to go around as well as team awards.
- ♦ The winter 2021 Session started and Open Gym returned.

## RECREATION

### **Mike Loszach, Program Manager**

#### **School Age/Day Camp/Teens**

- ♦ The Clubhouse program has been adjusted to complement D97's new hybrid learning model. We offer full-day coverage at Andersen Center to accommodate students that are still doing the full e-learning option and half-day coverage at Fox Center, Longfellow Center, Barrie Center, Dole Center, and Cheney Mansion for students doing the hybrid model.
- ♦ We are excited to be able to offer teen recreation programs again with Safe Sitter, Video Game Club, and D&D Adventure programs returning in February.
- ♦ Priority registration will open for the 2021-2022 Clubhouse program on Monday, February 15. Registration will be open to all Oak Park residents on February 27.

#### **Early Childhood**

- ♦ Our virtual open house was Wednesday, February 10, where parents had a chance to hear about the different classes that we offer and meet the teachers. We had more than 50 parents signed up for this event!
- ♦ Priority registration will open for the 2021-2022 Preschool program on Monday, February 15. Registration will open to all Oak Park residents on February 27.

#### **Arts/Special Interest/Active Adults**

- ♦ Several fun Active Adult drop-in classes are returning in February, including Paper Craft and Art, Sewing, Painting, Weaving Open Studio, and Knitting.
- ♦ We are very excited about the intergenerational series art programs that we have starting in February which include hand-building with Clay, Storybook Illustration, and Beginners' Wheel.

#### **Nature/Adventure**

- ♦ Archery is back; Youth, Adult Beginner, and Club Archery classes return this month. The Youth Beginner class is already full!
- ♦ Our family "Valentine's Day Love Birds" program is full for Saturday, February 13, where families will learn about different ways that birds attract their mates.

### **Chad Drufke, Recreation Program Manager**

#### **Fitness/Sports/Dance/Races**

- ♦ In-person classes for fitness have returned to RCRC. We are currently offering three platforms for participants to take fitness classes which are indoor in the medium studio, outdoor on the aquatic entrance area, and virtually. The fitness instructors have been trained in cleaning and safety procedures in adhering to the Covid-19 guidelines for fitness classes.
- ♦ Dance classes are now being offered in person. In addition, the in-person classes have a virtual option for those who prefer not to attend in-person classes at this stage. Early preparation has started for the spring dance recital which currently is scheduled to take place outside. The title of the recital this year is "No Place Like Home" and will take place in late May.
- ♦ Winter circus classes are showing great participation numbers. A new parent/tot program has been added to the circus programming portfolio.

#### **Sports/Martial Arts**

- ♦ The youth basketball clinics will finally start after a long delay; the clinics start on Sunday, February 14, and run six weeks. The clinics will be taught by Phil Gary who is the OPRF varsity basketball coach.
- ♦ Details are being worked out for our summer partnership sports camps and clinics. We will be offering camps and/or clinics in various sports with local partners and/or longtime partners.
- ♦ In person karate classes returned to Carroll Center in early February. Participants are excited to be able to practice their skills in person with their sensei.
- ♦ Spring adult softball league registration started on February 9. The men's and co-ed leagues will start in mid-April.

**Child Care**

- ♦ Our team continues to assist the general recreation team in supervision of the Clubhouse program. We have staff covering the Barrie and Cheney locations.

# Memo

To: Kassie Porreca, Chair, Administration and Finance Committee  
Board of Park Commissioners

From: Iliana De La Rosa, Finance Manager  
Mitch Bowlin, Director of Finance

CC: Jan Arnold, Executive Director

Date: February 11, 2021

Re: January 2021 Revenue Expense Report

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## Statement

Attached with this memo, are the January Revenue and Expense summary charts and reports. New for 2021, are two charts: 2021 Budget vs Actual and the 3 Year Month-to-Date Comparison. The 2021 Budget vs Actual chart shows total year to date (YTD) operating revenues, expenses, and net income compared to the YTD Budget. The 3 Year Month-to-Date Comparison compares the same YTD actuals against the prior two-year actuals (2019 and 2020).

The positive YTD revenue variance is due primarily to 2020 program and facility deferred revenue (detailed below), and receipt of half of the Rehm OSLAD grant (which was unbudgeted). Deferred revenue is money received in 2020 for events/programs taking place in 2021.

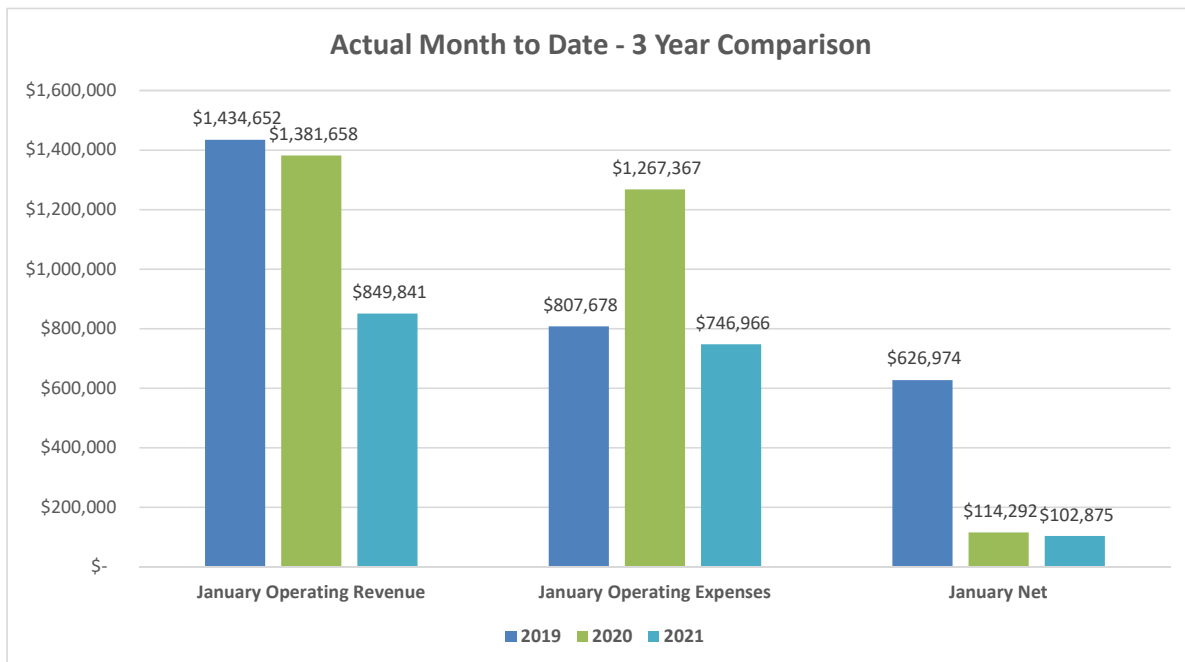
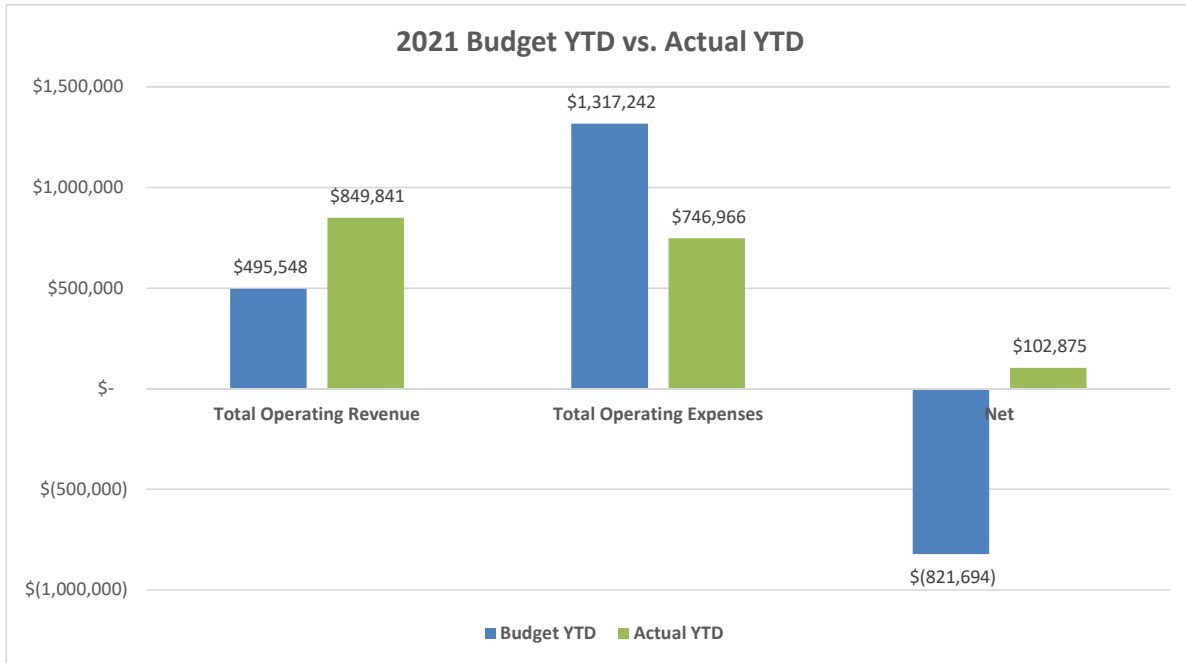
YTD expenses are below budget due to programming restrictions, timing of expenses in the Capital Projects Fund, and the January PDRMA Health bill being received in February. Also of note, 2020 operating expenses were elevated because of budgeted fund balance transfers to Capital (which were later stopped due to COVID).

The January Revenue Expense Reports highlights include:

- YTD program revenue is within 0.4% of budget despite Oak Park being in Phase 3 for most of January. This was driven by winter registration on January 23, and deferred revenue from 2020 in the following areas:
  - Community Programs (Afterschool/Clubhouse)
  - Early Childhood (Play/Pre School, Pre K)
  - Rink (Youth Hockey, Rink Camp)
- Excluding the deferred revenue, Afterschool programming earned \$73,888 in January. \$23,166 was provided by the School District 97 for free and reduced lunch students. All together Afterschool Programming revenue is \$20,693 over budget.
- YTD fees and charges are 231% over budget thanks to drop in programs at Ridgeland and GRC, as well as deferred revenue from 2020 in the following areas:
  - Pool Passes
  - Event rentals at Cheney Mansion
- Capital Projects Fund revenue is over budget because half of the Rehm OSLAD grant was received, increasing intergovernmental revenue in that fund by \$200,000.
- Wages, Contractual Services, and Materials and Supplies are all under budget because of programming restrictions due to COVID. The 2021 Budget assumed Phase 4 for all 12 months, but for most of January, Oak Park was in Phase 3. Expenses in these three areas were held back accordingly.



**Revenue and Expense Summary Charts - January 2021**





## January 2021 Revenue and Expense Report - by Fund

	<u>Operating Funds</u>										January Total	Budget YTD	Actual YTD	Prior YTD			
	Corporate	IMRF	Liability	Audit	Recreation	Museum	Special Rec	Special Facilities	Capital Projects	Cheney Mansion							
<b>Taxes</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Fees and Charges</b>	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ 32,978	\$ -	\$ 25,875	\$ 60,453	\$ 18,245	\$ 60,453	\$ 98,560			
<b>Intergovernmental</b>	\$ 28,076	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 228,076	\$ -	\$ 228,076	\$ -			
<b>Miscellaneous Income</b>	\$ 1,719	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10	\$ -	\$ -	\$ 1,729	\$ 12,025	\$ 1,729	\$ 26,013			
<b>Sponsorship &amp; Donations</b>	\$ 278	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 278	\$ 500	\$ 278	\$ 8,648			
<b>Other Financing Sources</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 252,250	\$ -	\$ 252,250	\$ 253,182	\$ 252,250	\$ 365,421			
<b>Program Revenue</b>	\$ 140	\$ -	\$ -	\$ -	\$ 194,468	\$ 1,339	\$ -	\$ 110,332	\$ -	\$ 776	\$ 307,055	\$ 211,596	\$ 307,055	\$ 883,016			
<b>Total Revenue</b>	\$ 31,613	\$ -	\$ -	\$ -	\$ 194,468	\$ 1,539	\$ -	\$ 143,320	\$ 452,250	\$ 26,651	\$ 849,841	\$ 495,548	\$ 849,841	\$ 1,381,658			
<b>Wages</b>	\$ 78,065	\$ -	\$ 2,824	\$ -	\$ 56,338	\$ -	\$ -	\$ 42,119	\$ -	\$ 3,171	\$ 182,517	\$ 286,915	\$ 182,517	\$ 459,629			
<b>Contractual Services</b>	\$ 34,959	\$ -	\$ 1,000	\$ -	\$ 7,151	\$ -	\$ 93,756	\$ 12,698	\$ -	\$ 454	\$ 150,018	\$ 234,424	\$ 150,018	\$ 220,323			
<b>Materials and Supplies</b>	\$ 518	\$ -	\$ 1,180	\$ -	\$ 24	\$ -	\$ -	\$ 954	\$ -	\$ -	\$ 2,676	\$ 39,312	\$ 2,676	\$ 45,868			
<b>Benefits</b>	\$ 20,030	\$ 20,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,791	\$ 56,522	\$ 40,791	\$ 60,694			
<b>Miscellaneous Expense</b>	\$ 12,015	\$ -	\$ -	\$ -	\$ 8,541	\$ -	\$ -	\$ 13,241	\$ -	\$ 279	\$ 34,076	\$ 56,616	\$ 34,076	\$ 12,395			
<b>Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
<b>Utilities</b>	\$ 8,169	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,169	\$ 35,486	\$ 8,169	\$ 15,253			
<b>Other Financing Uses</b>	\$ 74,050	\$ -	\$ -	\$ -	\$ 250,250	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 326,299	\$ 326,299	\$ 326,299	\$ 440,173			
<b>Capital Projects</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,420	\$ -	\$ 2,420	\$ 281,667	\$ 2,420	\$ 13,032			
<b>Total Expense</b>	\$ 227,805	\$ 20,761	\$ 5,004	\$ -	\$ 322,304	\$ -	\$ 93,756	\$ 69,012	\$ 2,420	\$ 5,904	\$ 746,966	\$ 1,317,242	\$ 746,966	\$ 1,267,367			
<b>Net</b>	\$ (196,192)	\$ (20,761)	\$ (5,004)	\$ -	\$ (127,836)	\$ 1,539	\$ (93,756)	\$ 74,308	\$ 449,831	\$ 20,747	\$ 102,875	\$ (821,694)	\$ 102,875	\$ 114,292			
	<u>Non-Operating Funds</u>																
	<b>Health Insurance</b>	<b>January Total</b>	<b>Budget YTD</b>	<b>Actual YTD</b>	<b>Prior YTD</b>												
<b>Taxes</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Fees and Charges</b>	\$ 11,053	\$ 11,053	\$ 12,873	\$ 11,053	\$ 12,188												
<b>Intergovernmental</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Miscellaneous Income</b>	\$ 9,540	\$ 9,540	\$ -	\$ 9,540	\$ -												
<b>Sponsorship &amp; Donations</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Other Financing Sources</b>	\$ 74,049	\$ 74,049	\$ 74,049	\$ 74,049	\$ 72,653												
<b>Program Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Total Revenue</b>	\$ 94,642	\$ 94,642	\$ 86,922	\$ 94,642	\$ 84,841												
<b>Wages</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Contractual Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Materials and Supplies</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Benefits</b>	\$ 11,369	\$ 11,369	\$ 86,539	\$ 11,369	\$ 11,936												
<b>Miscellaneous Expense</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Utilities</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Other Financing Uses</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Capital Projects</b>	\$ -	\$ -	\$ -	\$ -	\$ -												
<b>Total Expense</b>	\$ 11,369	\$ 11,369	\$ 86,539	\$ 11,369	\$ 11,936												
<b>Net</b>	\$ 83,272	\$ 83,272	\$ 383	\$ 83,272	\$ 72,905												

# January 2021 Summarized Revenue Expense Report



## PARK DISTRICT of OAK PARK

	<u>January-21</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
<b><u>Operating Funds</u></b>				
<b>Corporate Fund</b>				
<b>10-00- Administration</b>				
Revenue	\$29,795	\$10,000	\$29,795	\$21,944
Expense	\$147,295	\$199,878	\$147,295	\$202,989
Net	(\$117,500)	(\$189,878)	(\$117,500)	(\$181,045)
<b>10-35- Conservatory</b>				
Revenue	\$1,314	\$0	\$1,314	\$6,320
Expense	\$4,887	\$20,206	\$4,887	\$21,111
Net	(\$3,573)	(\$20,206)	(\$3,573)	(\$14,791)
<b>10-50- Parks and Planning</b>				
Revenue	\$504	\$25	\$504	\$7,330
Expense	\$75,623	\$134,916	\$75,623	\$158,875
Net	(\$75,119)	(\$134,891)	(\$75,119)	(\$151,546)
<b>Total Corporate</b>				
Revenue	\$31,613	\$10,025	\$31,613	\$35,593
Expense	\$227,805	\$355,000	\$227,805	\$382,975
Net	(\$196,192)	(\$344,975)	(\$196,192)	(\$347,381)
<b>IMRF Fund</b>				
<b>15-00-</b>				
Revenue	\$0	\$0	\$0	\$0
Expense	\$20,761	\$21,917	\$20,761	\$26,943
Net	(\$20,761)	(\$21,917)	(\$20,761)	(\$26,943)
<b>Liability Fund</b>				
<b>16-00-</b>				
Revenue	\$0	\$0	\$0	\$0
Expense	\$5,004	\$7,193	\$5,004	\$9,780
Net	(\$5,004)	(\$7,193)	(\$5,004)	(\$9,780)
<b>Audit Fund</b>				
<b>17-00-</b>				
Revenue	\$0	\$0	\$0	\$0
Expense	\$0	\$0	\$0	\$0
Net	\$0	\$0	\$0	\$0
<b>Recreation Fund</b>				
<b>20-00- Administration</b>				
Revenues	\$0	\$0	\$0	\$6,565
Expense	\$272,937	\$302,330	\$272,937	\$366,496
Net	(\$272,937)	(\$302,330)	(\$272,937)	(\$359,931)



# January 2021 Summarized Revenue Expense Report



## PARK DISTRICT of OAK PARK

	<u>January-21</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
<b>20-05- Communications</b>				
Revenue	\$0	\$500	\$0	\$0
Expense	\$17,175	\$18,757	\$17,175	\$29,240
Net	(\$17,175)	(\$18,257)	(\$17,175)	(\$29,240)
<b>20-51- Customer Service</b>				
Revenues	\$0	\$0	\$0	\$0
Expense	\$8,423	\$10,127	\$8,423	\$30,480
Net	(\$8,423)	(\$10,127)	(\$8,423)	(\$30,480)
<b>20-25- Fitness</b>				
Revenue	\$7,313	\$3,030	\$7,313	\$46,573
Expense	\$426	\$1,380	\$426	\$7,210
Net	\$6,887	\$1,650	\$6,887	\$39,363
<b>20-26- Youth Athletics</b>				
Revenue	\$14,955	\$1,260	\$14,955	\$46,729
Expense	\$23	\$547	\$23	\$2,411
Net	\$14,932	\$713	\$14,932	\$44,319
<b>20-27- Adult Athletics</b>				
Revenue	\$275	\$0	\$275	\$11,510
Expense	\$0	\$153	\$0	\$394
Net	\$275	(\$153)	\$275	\$11,116
<b>20-29- Teens</b>				
Revenue	\$722	\$1,104	\$722	\$4,397
Expense	\$0	\$351	\$0	\$644
Net	\$722	\$753	\$722	\$3,753
<b>20-61- Community Programs</b>				
Revenue	\$112,040	\$99,540	\$112,040	\$154,660
Expense	\$15,921	\$39,827	\$15,921	\$32,301
Net	\$96,119	\$59,713	\$96,119	\$122,359
<b>20-62- Fine Arts</b>				
Revenue	\$18,438	\$10,829	\$18,438	\$46,271
Expense	\$213	\$4,453	\$213	\$4,967
Net	\$18,225	\$6,376	\$18,225	\$41,304

# January 2021 Summarized Revenue Expense Report



## PARK DISTRICT of OAK PARK

	January-21	Budget YTD	Actual YTD	Prior YTD
<b>20-63- Early Childhood</b>				
Revenue	\$40,725	\$27,558	\$40,725	\$81,052
Expense	\$7,186	\$10,529	\$7,186	\$17,794
Net	\$33,539	\$17,029	\$33,539	\$63,259
<b>Total Recreation</b>				
Revenue	\$194,468	\$143,821	\$194,468	\$397,757
Expense	\$322,304	\$388,453	\$322,304	\$491,936
Net	(\$127,835)	(\$244,632)	(\$127,835)	(\$94,179)
<b>Museum Fund</b>				
<b>21-00-</b>				
Revenue	\$1,539	\$0	\$1,539	\$0
Expense	\$0	\$1,734	\$0	\$167
Net	\$1,539	(\$1,734)	\$1,539	(\$167)
<b>Special Recreation Fund</b>				
<b>22-00-</b>				
Revenue	\$0	\$0	\$0	\$2,417
Expense	\$93,756	\$107,777	\$93,756	\$114,243
Net	(\$93,756)	(\$107,777)	(\$93,756)	(\$111,826)
<b>Special Facilities Fund</b>				
<b>25-00- Administration</b>				
Revenue	\$0	\$0	\$0	\$0
Expense	\$14,055	\$14,600	\$14,055	\$68,351
Net	(\$14,055)	(\$14,600)	(\$14,055)	(\$68,351)
<b>25-19- Pools</b>				
Revenue	\$26,277	\$0	\$26,277	\$21,209
Expense	\$0	\$2,480	\$0	\$4,992
Net	\$26,277	(\$2,480)	\$26,277	\$16,217
<b>25-20- Rink</b>				
Revenue	\$69,522	\$42,847	\$69,522	\$194,672
Expense	\$7,507	\$27,046	\$7,507	\$32,526
Net	\$62,015	\$15,801	\$62,015	\$162,146

# January 2021 Summarized Revenue Expense Report



## PARK DISTRICT of OAK PARK

	<u>January-21</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Prior YTD</u>
<b>25-24- Gymnastics</b>				
Revenue	\$47,191	\$41,074	\$47,191	\$354,707
Expense	\$38,361	\$53,171	\$38,361	\$74,196
Net	\$8,830	(\$12,097)	\$8,830	\$280,510
<b>25-50- Maintenance</b>				
Revenue	\$330	\$225	\$330	\$170
Expense	\$9,090	\$47,085	\$9,090	\$35,669
Net	(\$8,760)	(\$46,860)	(\$8,760)	(\$35,499)
<b>25-57- Concessions</b>				
Revenue	\$0	\$1,450	\$0	\$1,486
Expense	\$0	\$0	\$0	\$1,298
Net	\$0	\$1,450	\$0	\$188
<b>Total Special Facilities</b>				
Revenue	\$143,320	\$85,596	\$143,320	\$572,244
Expense	\$69,012	\$144,383	\$69,012	\$217,032
Net	\$74,308	(\$58,787)	\$74,308	\$355,211
<b>Capital Projects Fund</b>				
<b>70-xx-</b>				
Revenue	\$452,250	\$253,182	\$452,250	\$2,454,118
Expense	\$2,420	\$281,667	\$2,420	\$3,117,599
Net	\$449,831	(\$28,485)	\$449,831	(\$663,481)
<b>Cheney Mansion Fund</b>				
<b>85-00-</b>				
Revenue	\$26,651	\$2,925	\$26,651	\$21,198
Expense	\$5,904	\$9,120	\$5,904	\$11,599
Net	\$20,747	(\$6,195)	\$20,747	\$9,599
<b><u>Non-Operating Funds</u></b>				
<b>Health Insurance Fund</b>				
<b>50-00-</b>				
Revenue	\$94,642	\$86,922	\$94,642	\$84,841
Expense	\$11,369	\$86,539	\$11,369	\$11,936
Net	\$83,272	\$383	\$83,272	\$72,905

# Memo

To: Chris Wollmuth, Chair, Recreation and Facility Program Committee  
Board of Park Commissioners

From: Maureen McCarthy, Superintendent of Recreation  
Bill Hamilton, Superintendent of Special Facilities

CC: Jan Arnold, Executive Director

Date: February 10, 2021

Re: Annual Recreation and Special Facilities Department Reports

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## Statement

The Recreation and Revenue teams prepared the Annual Comprehensive Programming and Participation Reports summarizing the completed 2020 Park District program year. The impacts of the pandemic are clearly evidenced by the data provided in this year's report.

## Discussion

The Comprehensive Programming and Participation Reports, produced since 2005, details the various Recreation and Special Facilities Department areas, providing current and historical participation data, and financial data. Staff provides summaries of programs as well as data analysis and status of programs in 2020.

## Conclusion

Maureen McCarthy, Bill Hamilton, and Program Managers will be present virtually at the February 18, 2021, Regular Board Meeting to present a summarized version of the reports and to answer any questions the Board may have.



# PARK DISTRICT OF OAK PARK 2020 Recreation Report



218 Madison St  
Oak Park, IL 60302  
(708) 725-2000  
[www.pdop.org](http://www.pdop.org)

# INTRODUCTION

The Program Participation Report was introduced in 2005. The report is developed and produced by administration and program staff.

The Park District's mission, vision, and values lay the foundation and set the direction of the agency. The Recreation Department, with the mission in mind, work to develop program opportunities that are accessible to the community and integrated into the Oak Park living experience. Doing so requires that programs are relevant, innovative, quality based, and focused on enhancing the participant's recreational experience.

The data provided in this report is consistent with what is being tracked in the MPower system as performance measures.

This report:

- Identifies program strengths and weaknesses, providing an understanding of where there is a need for program improvements;
- Provides data used to identify trends and creates a framework for improved program decision making;
- Creates a historical record for ease of reference; and
- Improves staff accountability and provides a benchmark for performance.

# PROGRAM OVERVIEW

The programs offered by the Recreation Department include; fitness, adult and youth sports, day camps, afterschool, early childhood, special events, adult, senior, and teen programs. Some of these programs typically receive tax subsidies and are expected to generate revenues, which at a minimum cover direct costs of programs.

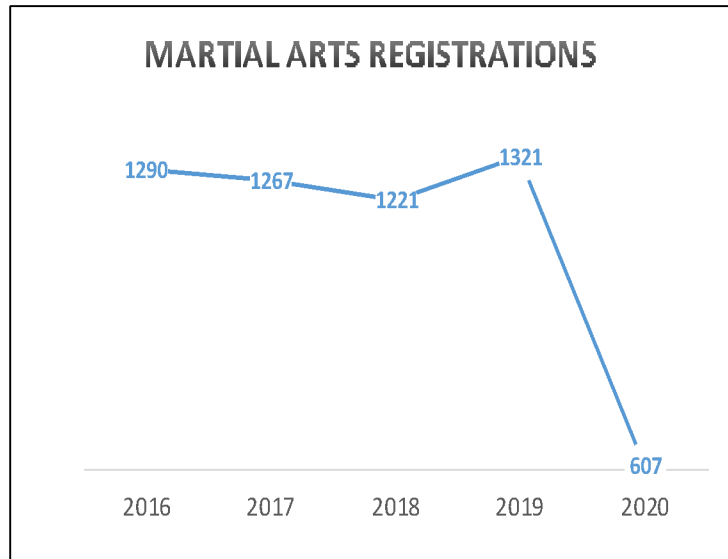
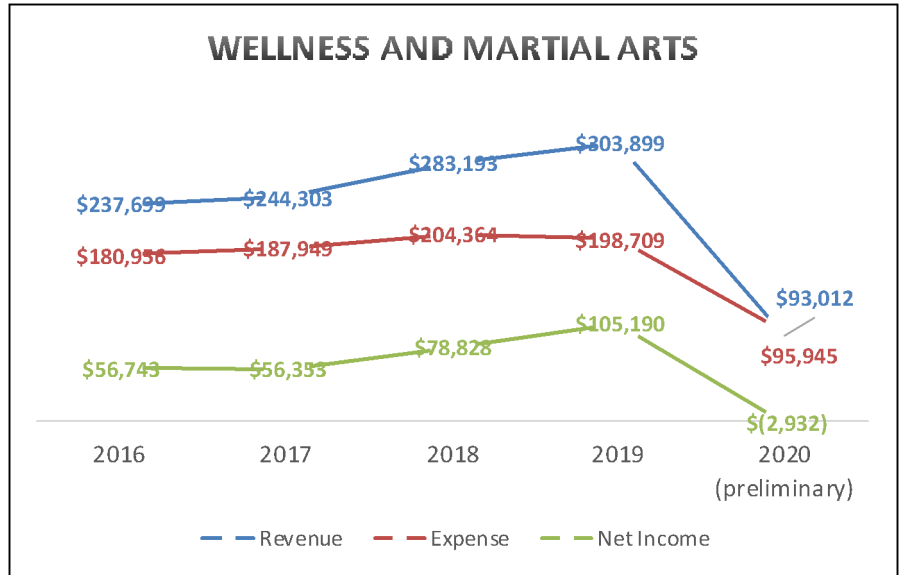


# WELLNESS & MARTIAL ARTS



**Wellness...** Prior to Covid we saw excellent weekly participation numbers including a record breaking week in January where we went over 500 participants that week. Revenue through mid-March, was \$4,000 over where it was in mid-March, 2019. We maintained our high 4.9/5 star satisfaction rating from 2019. Fitness was the first program area to offer outdoor programming in 2020, utilizing the parks for some socially distanced workouts. In early 2021, we are utilizing the virtual route to provide participants the chance to work out safely from their homes. In addition, upon the buildings opening back up, we are offering indoor and outdoor options for fitness classes at RCRC utilizing safe guidelines. We applied and were awarded the IAPD Power Play grant. However, due to Covid, we're not able to implement it. The Wellness Committee continues to provide great wellness opportunities for our employees such as the biometric screening, walking challenges, nutritional information, etc.

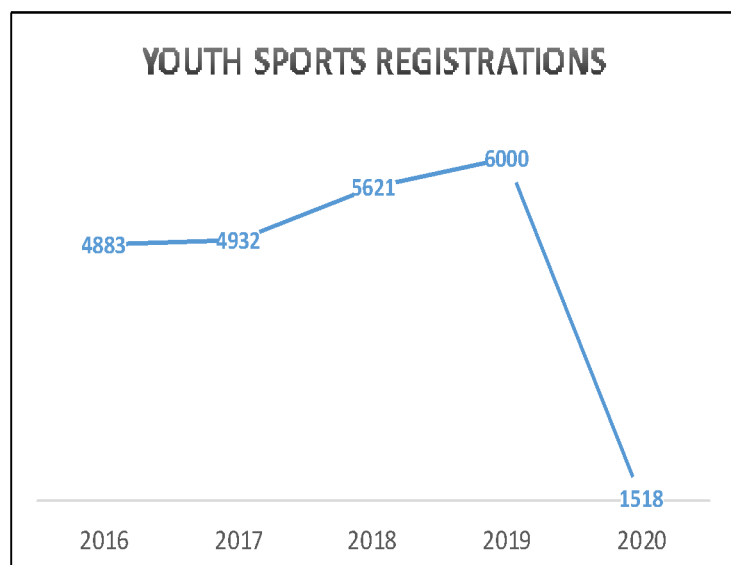
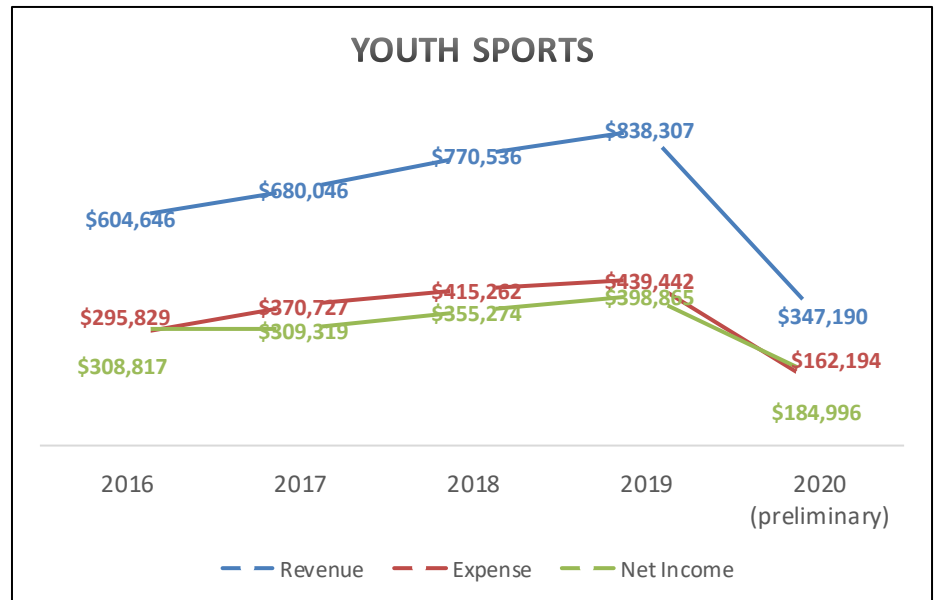
**Martial Arts....** Martial arts programs saw participation numbers drop due to the pandemic in 2020. During the late fall when facilities were shut down for programming, most martial arts programming was able to conclude their session on time using the virtual route. Given the circumstances, we did see moderate participation in martial arts programming. In 2021, we are looking to hopefully offer another martial arts medium to the program portfolio.



# YOUTH SPORTS



**Youth Sports...**Due to the pandemic, we saw participation numbers drop in 2020. Many of our early spring and late fall programs were canceled due to lack of access to local schools. However, in late spring through mid-fall, we offered outdoor youth sport programming; the programs that were offered reached capacity. This included the summer t-ball league and instructional league which were well received at that time. All outdoor programs followed the Covid 19 sports guidelines. In 2020, we also established a new partnership with Oak Park Youth Baseball and Softball in offering instructional baseball and softball classes. In 2021, we look to continue to partner with local youth sports organizations and individuals. We will be partnering with Phil Gary, the varsity OPRF basketball coach, to provide instructional basketball classes which we are every excited about!

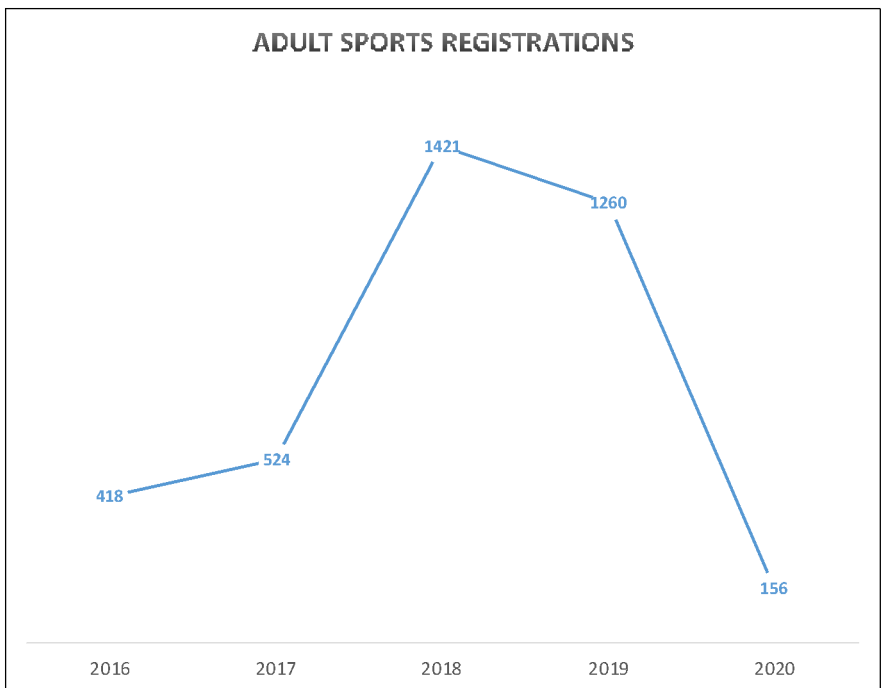
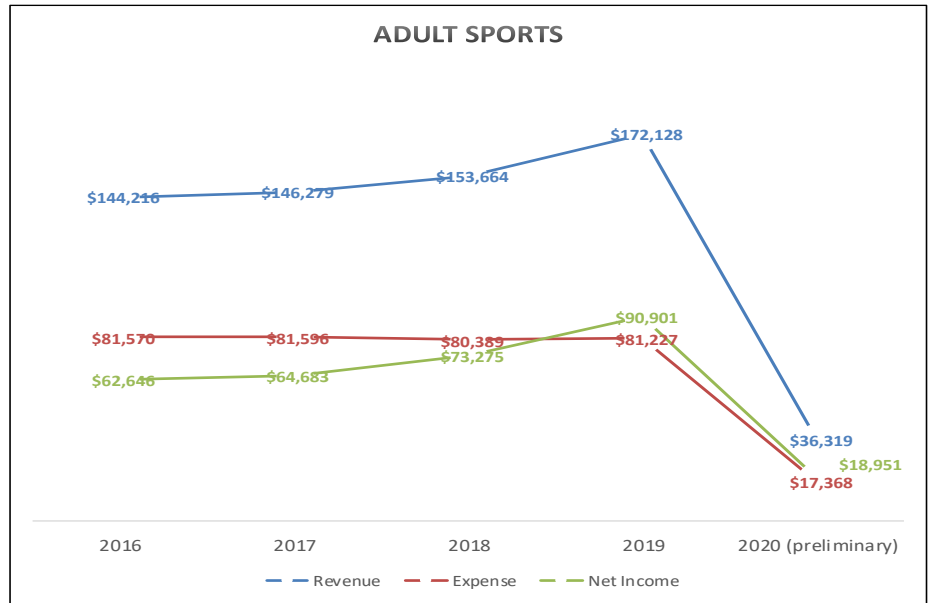




# ADULT SPORTS



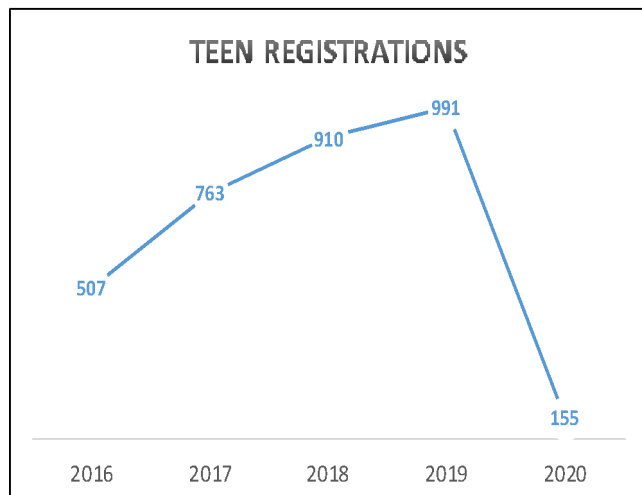
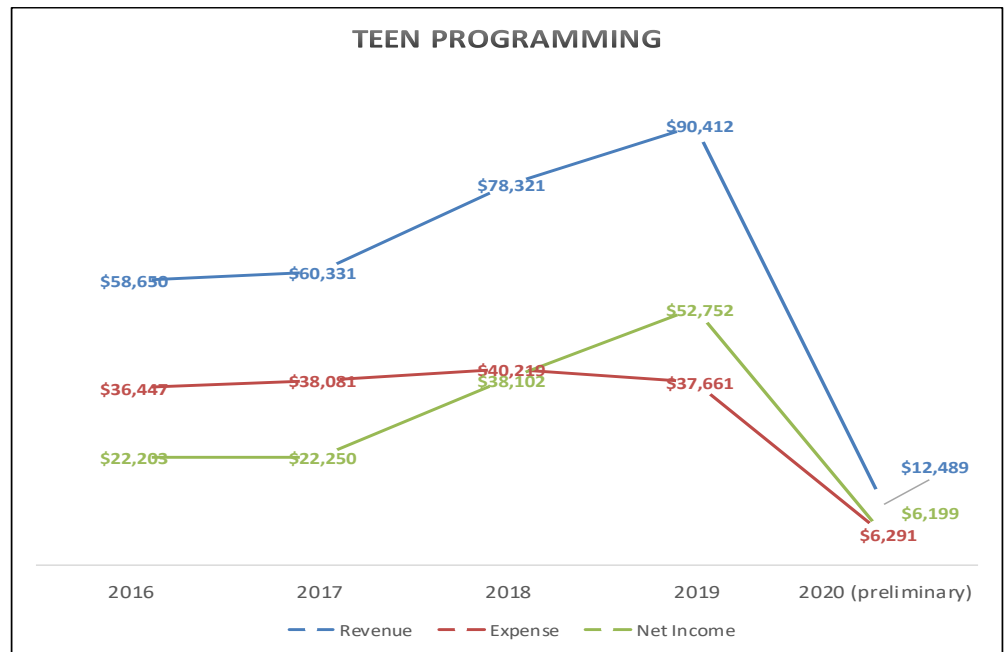
**Adult Sports...**Adult sports participation dropped in 2020, due to the pandemic. Indoor programming took the hardest hit since we had no access to the schools which were not available to us due to Covid. We were able to offer two nights of the adult softball league from late July, through late September. League participants were thankful to have the opportunity to play and have a sense of normalcy in a safe environment. The winter volleyball league completed three quarters of the winter season before Covid hit and no fall league was offered due to guidelines. Adult soccer leagues did not run in 2020, due to guidelines. We are offering practice options for soccer teams this spring. We look to offer as many of our adult sports programs in 2021, as the guidelines and our facilities hopefully start to allow.



# TEENS

**Teens...**Teen programming is provided for youth between the ages of 11 and 18; activities include camps, trips, events, and classes. This year, due to COVID, we did not see many teen trips or special events. Our Safe Sitter class was able to run virtually and teen camps was still able to run under our Camps 2.0 format. Prior to COVID, we were able to run a very successful E-sports tournament that boasted an impressive 24 enrollees.

The Park District hopes to begin offering more programs in person again in 2021, and provide a safe place for teens in Oak Park to engage with their peers. We also hope to continue our success with e-sports and grow interest.

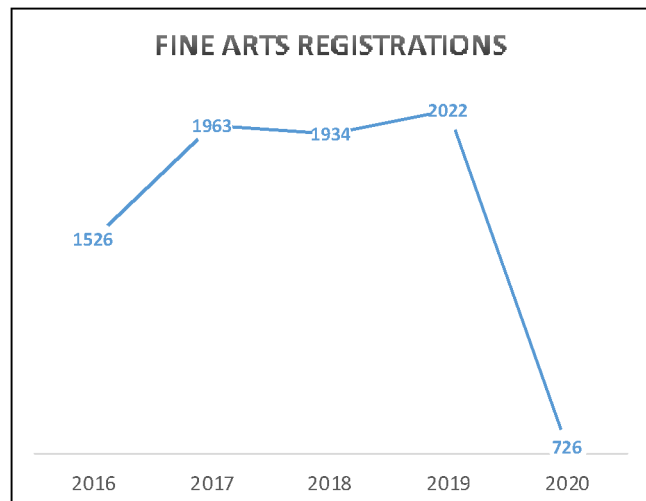
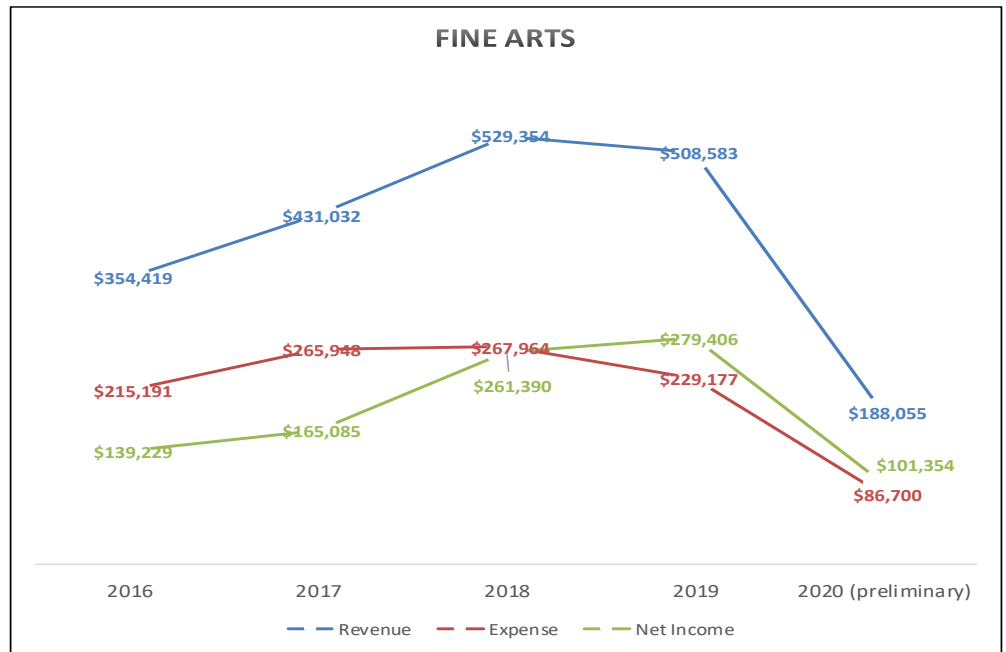


# FINE ARTS



**Fine Arts...** offered intergenerational programs in 2020, and will continue to do so in 2021, including ceramics, lapidary arts, one-day workshops, printmaking, and improv. Dole Center has served as a perfect location for our art studios. We now have a dedicated spaces for textiles, ceramics, lapidary, tech, performance, and painting/drawing. We were able to offer several arts programs virtually in 2020, when in-person programs were not allowed. Megan Ulczak and Genevieve Garcia are working together to create a theater and music program for the 2021 calendar.

Dance saw a drop off in participation due to the pandemic. However, we were able to creatively offer many classes through 2020. We offered outside classes in our parks during the summer months and when allowed, we offered indoor classes meeting the guidelines from the state. Once the facilities closed in the fall, we switched to an all virtual offering. The session culminated with a virtual winter holiday Nutcracker recital, a video was then put together and was sent to dance families to enjoy during the holiday season. The Dance Performance Team was able to perform at some events including the youth basketball championship game and the Spooky Stroll. The circus program saw a large drop due to the restrictions. Also, the summer circus camp transitioned into a general camp site. We look forward to getting back to normal in 2021.



# EARLY CHILDHOOD

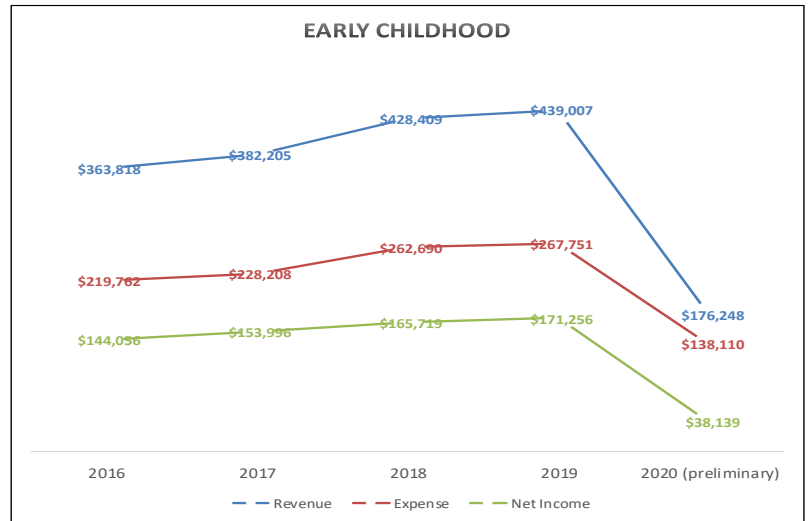
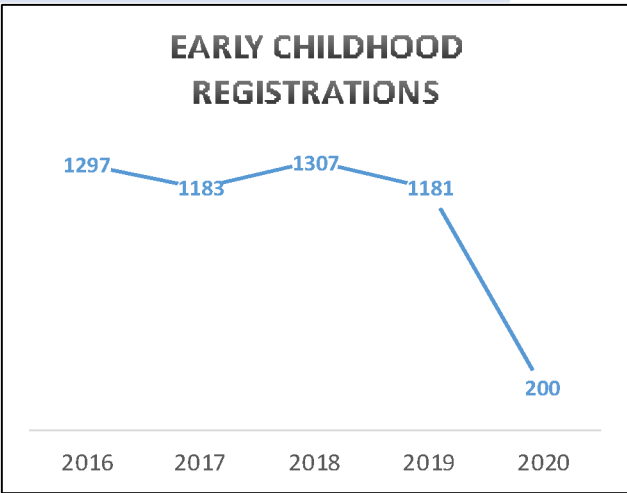


**Early Childhood...** Early Childhood Enrichment programs are geared towards children ages three months through seven years of age, with parental participation included in various socialization, conceptual, and movement classes. Playschool, Preschool, and Pre-Kindergarten classes educate two to five year olds and focus on social, emotional, motor, and cognitive development, as well as kindergarten-readiness skills.

Class offerings were reduced by 66% due to pandemic space restrictions and staff availability as compared to the previous year. The Spanish Preschool program at Carroll Center had been delayed due to program adjustments but will be offered again for the 2021-22 school year. A "Virtual Preschool" program, Preschool Zoomers, was designed and implemented by one of the long-term credentialed preschool teachers; it is a synchronous, non-contact educational opportunity for three, four, and five-year old children. Two "Zoomer" classes will be offered in the spring of 2021, due to its success. Parent communication and relationship building was emphasized throughout the year, both while in-person or remote. Once again this year, at least five students in need of intervention services were connected with outside agencies like School District 97, or Early Intervention (EI) for diagnostic and/or therapeutic support.

Our Enrichment program was scheduled to utilize Stevenson Center, and only a few classes were able to take place due to concern over the spread of COVID by participant families. Due to COVID-related program cancellations, "learning loss" programs will be offered as a way to supplement social and academic opportunities. The primary target is to develop creativity, resiliency, and flexible thinking, as these are crucial in the development of 21<sup>st</sup> century skills.

An increase in parent/guardian and outside volunteer participation continues to be a goal for 2021. About 25 Preschool parents attended early winter 2020, coffees related to topics relevant to young children and EC programming. Holding drop in play time at Stevenson's Cubhouse was not an option this season but is planned to reopen in October of 2021. The Cubhouse space will also be utilized for more enrichment classes and drop-in programs that occur during the week and weekend.

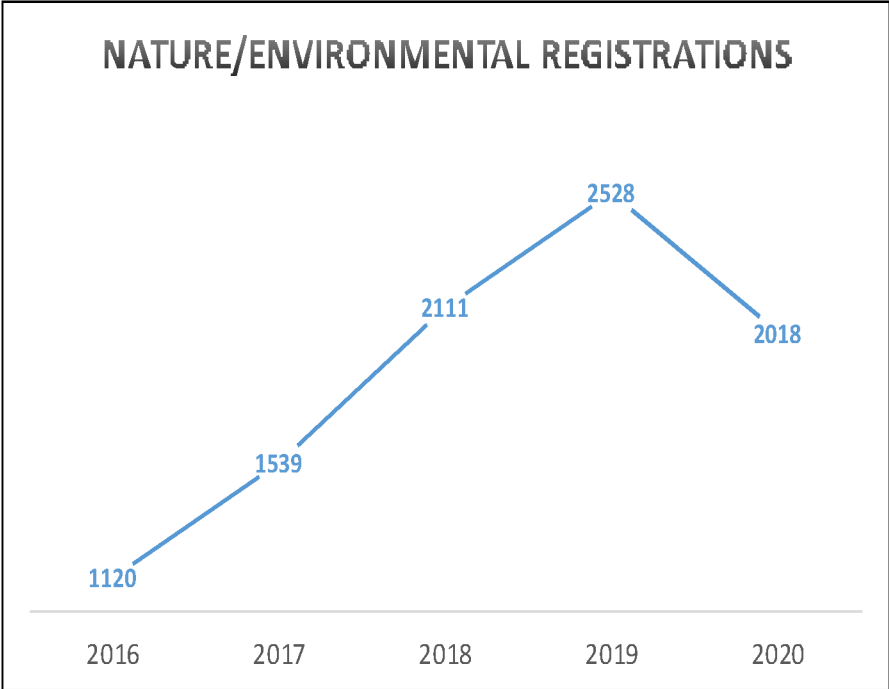


# Nature & Environmental

**Nature & Environmental...** Nature and Environmental programming is provided for early childhood, youth, families, and adults, at the Oak Park Conservatory, Austin Gardens Environmental Education Center, Fox Center, and Cheney Mansion. Programming typically includes camps, lectures, classes, and events. Unfortunately, we did not offer nature themed camps in 2020, as all our centers offered a traditional day camp experience with the limited spots we had available. As a result, we saw overall participation numbers and revenue dip in 2020. One bright spot was our Youth and Adult archery classes which often filled consistently during the periods of the year when in-person programs were allowed. We are hopeful that we will be able to return to offering some variation of nature themed camps in 2021, although our adventure camp may have to wait another year depending on safety guidelines. We are also optimistic that we will be able to consistently offer in-person nature classes again to pick back up on the momentum we had generated in 2019.



**\*Revenue and Expense for this area is split in Community Programs, Day Camps and the Conservatory.**



# COMMUNITY PROGRAMS & EVENTS



**Community Programs & Events...**Community Programs & Events includes events such as: A Day in our Village, Frank Lloyd Wright Races, Fall Fest, etc., as well as programs such as the Clubhouse afterschool program, Day Camps, and Active Adult programming.

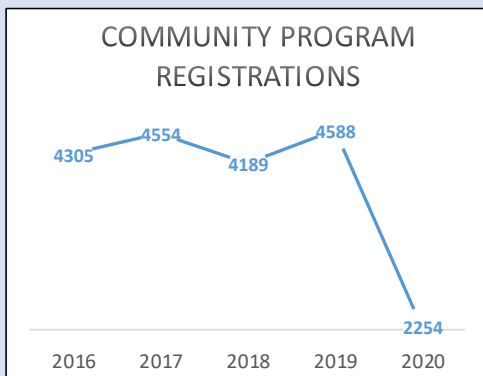
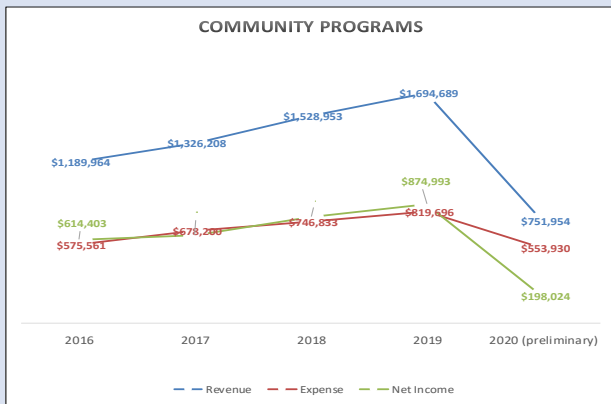
The Clubhouse afterschool program pivoted in 2020, after being shut down in March due to COVID. In the Fall of 2020, the Clubhouse program expanded into full-day childcare where we were able to service over 130 participants consistently from 8A-6P. Due to this expansion, we were also able to service over 30 free/reduced lunch participants and a total of over 45 low income families that qualify for our Childcare Discount Membership. We will continue to look for possibilities to grow and service our community in any way we can in 2021.

We were forced to shift the format of all of our day camp programming in 2020. We had to reduce the capacity of these camps to be in line with the safety guidelines and had to cancel field trips and pool visits. That being said, we put together a great experience for our campers highlighted by games, crafts, activities, and outdoor play!

The Active Adults/Senior programs have continued to grow despite set backs due to Covid-19. We were able to run several of our most popular classes with reduced numbers and used this time to create new programming for 2021. Memberships were extended to make up for the times we were closed and despite taking a dip, our numbers are still strong with around 190. Father Christmas (Victorian themed) at Pleasant Home was switched to an outdoors event to work within CDC guidelines but will return to normal once the pandemic is over. Several Active Adult events have been planned at Pleasant Home for the 2021 calendar.

In 2020, due to ongoing and ever changing health department mitigations we made the decision early on to cancel our large community events. To keep the community engaged with the Park District, we did run two large community wide scavenger hunts throughout our park system; we offered an Olympic themed scavenger hunt in July and a Turkey Hunt in November. We also established a partnership with local bakery Courageous Café to offer sweet treats to all those participating. Both events brought hundreds of residents out to our parks and will continue forward into 2021. In September, the Park District partnered with Beyond Hunger in a Drive in Bingo event as well as a Virtual Cooking Class at Cheney Mansion with Cat Nickels. Both events were very successful with Drive In Bingo filling both timeslots. We had a total of 54 cars for the evening, not only raising revenue for the Park District, but we were also able to help Beyond Hunger raise \$1,200 for this event. The cooking class was also well attended and brought in additional revenue for both organizations. In October, we were able to offer a virtual FLW race given the circumstances. We had 650 participants who enrolled and ran or walked the race on their own while still receiving their great looking FLW shirt!

In December, we were able to hold some of our Santa events outside thus still be able to bring some normalcy to the Holidays for over 600 people both locally, in Chicago, and the surrounding suburbs.



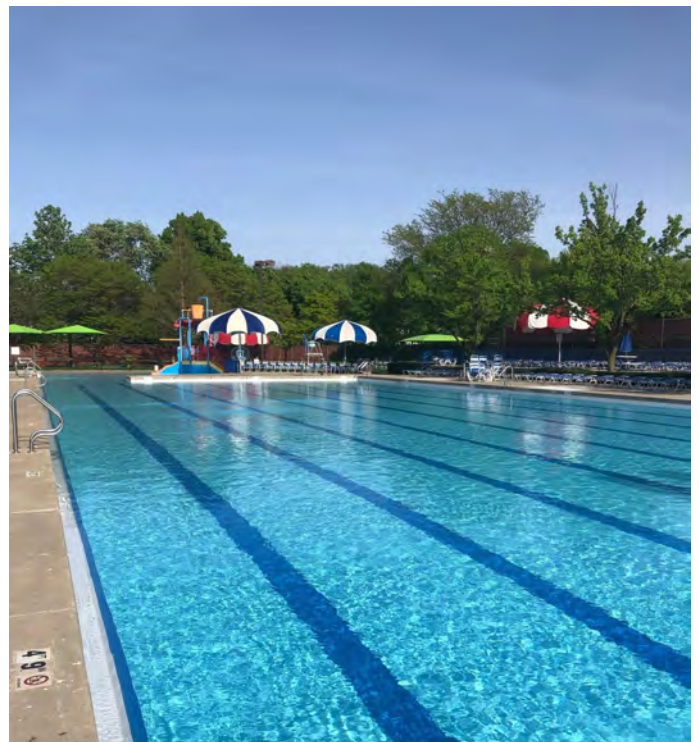
## Summary

The 2020 year started out with great program participation in a variety of program areas, once Covid restrictions took hold, our ability to deliver a wide variety of activities was drastically reduced. Staff reimagined programming to be able to offer what was allowed. Childcare was our most consistent program; by partnering with D97, we were able to offer 130+ children a safe environment to learn with 45 participants who qualify for free and reduced lunch. We were also able to adapt day camp offerings to allow working parents to continue to work while we provided a safe and fun environment for their child. We offered both in-person as well as virtual preschools to keep our younger residents learning and engaged. We found ways to offer many smaller activities as well as virtual classes such as dance, fitness, and many others. While we could not hold our large special events, we did keep residents engaged in scavenger hunts and virtual concerts.

Although 2021 has started with many restrictions, we are ready with plans to increase our program offerings as the world starts to open back up. We were able to move our D97 childcare collaboration into our spaces and adjust the offering to match the changes that came with the hybrid model. We will continue to listen to our residents and find ways to meet their recreational needs.



**PARK DISTRICT**  
of OAK PARK



# PARK DISTRICT OF OAK PARK

## Annual Special Facilities Report—2020



218 Madison St  
Oak Park, IL 60302  
(708) 725-2000  
[www.pdop.org](http://www.pdop.org)



# SPECIAL FACILITIES OVERVIEW

## **Introduction**

The Special Facilities Department of the Park District of Oak Park is pleased to present the Special Facilities Annual Report. The report encompasses the 2020 calendar year for the Pool, Ice Arena, Gymnastics, and Dog Park operations. Participation data is presented for all major areas of Special Facilities operations including financial data.

The Park District's mission, vision, and values lays the foundation and sets the direction of the agency. The Special Facilities Department, with the mission in mind, develops and offers quality programs that are accessible to the community, based in facilities that are well maintained, safe and clean. Staff relies on an innovative and standards based approach, with the focus on the customer and their experience, to provide these quality programs, quality customer experiences and quality facilities.

The data provided in this report is primarily taken from the performance measures tracked in the M-Power I-Dashboards System.

## **Overview**

Special Facilities is responsible for operating and maintaining the Ridgeland Common Recreation Complex, the Gymnastics and Recreation Center, Rehm Pool, and the Ridgeland Common and Maple Park Dog Parks. Special Facilities staff is also responsible for developing and maintaining the many programs that are offered within these facilities, including drop-in programs such as public swim and Pre-School Playtime, along with a multitude of classes, camps, rentals, and special events.

This has been an unprecedented year for the Park District, as well as the community, the state, and the country due to the on-set of the Coronavirus Pandemic. The impacts that started in March were immediate and difficult, affecting every aspect of programming and operations. Facilities and programs were shut down for three months starting in the middle of March. When limited programs started back in mid-June, it was a very different landscape. Staff contended with the need to run programs and operate facilities with an emphasis on reducing the spread of the virus through detailed safety protocols, offering virtual programs, reduced participation capacities, the loss of competitive hockey seasons, and the elimination of the 2020 pool season. Another feature of what became the new normal was working with significantly reduced staffing levels. Staff rose to the occasion working under state mitigation guidance, developing new in-person program models, new virtual program offerings, and maximizing opportunities for a community in need.

Staff maintained a focus on budgets, knowing that the financial hit to the Park District would be significant. Budget projections were revisited multiple times throughout the year, expenses were monitored regularly, and revenues were maximized to the extent that they could be. Staff remained flexible and adaptive to changing mitigation guidelines and maintaining a positive attitude throughout the year. There were many strong performances from staff performances in 2020.

# Pool Summary

## **About the Pools**

The Park District of Oak Park operates and maintains two outdoor neighborhood pools within the Oak Park community. Rehm Pool, located at 515 Garfield, is the larger of the two pools with a capacity of 775 swimmers. Rehm Pool features, three bodies of water including a diving well, main pool and wading pool. Features include: two drop slides, a spray play feature, and a zero entry pool attached to a traditional 50 meter pool. There is also play area, a rubberized surface, shade structure, a teeter tauter, spinning toy and a small interactive water feature added in 2019. Ridgeland Common, centrally located at 415 Lake Street, has a capacity for 525 swimmers and features a 50-meter pool with an attached diving well, separate wading pool with a small penguin slide and interactive spray play features.

Ridgeland Common pool opened as an extensively renovated and rebuilt facility in 2014. Rehm Pool, built in 1967, was renovated in 1997, with numerous improvements being made since, including the addition of a new filter system, play feature, climbing wall and family changing rooms.

The pools are an important community asset providing the opportunity for daily recreation, fitness, and the ability to learn valuable lifesaving skills. The pool facilities also provide approximately 200 swim team members the opportunity to train in 50 meter pools.

## **Executive Summary**

In the month's leading up to March and the on-set of the Coronavirus, staff was engaged in planning for the pool season; hiring was well under way and by the time March had come, most of the pool lifeguard staff was going through the hiring process. Polar Bear pass sales were under way and doing well. The Park District closed due to the Pandemic on March 13. Not knowing how the pandemic would proceed, staff continued to plan for a pool season, with many staff working from home.

In April, many full-time district wide staff were brought back to work. The Recreation Department and Special Facilities staff were assigned to work in teams with Special Facilities, the Conservatory, and Parks and Planning. At Special Facilities, this meant completing tasks to get the pools ready in case of an eventual opening. The staff took on many projects and were a great help in getting the outdoor and indoor facilities in shape.

Aquatics staff attended numerous Zoom conferences with Illinois Park Districts as well as with pool operators around the country. Discussions centered around how lifeguard trainings could be held and pools operated safely in case a go ahead was given by states and health departments. Discussions were held among leadership staff regarding opening the pools and if it could be done safely. By the time June arrived, the Illinois Department of Public Health (IDPH) had not issued any guidance on whether Illinois pools could open or not. After numerous discussions by leadership staff, the difficult decision was made not to open the pools for the summer, citing a lack of guidance from IDPH, and the uncertain ability to keep staff and patrons safe in an aquatics environment. IDPH issued guidance later in the month. The decision to close was difficult for some members of the community, but it was the right decision for the community as a whole.

# Pools

## Lifeguards

In preparations for summer 2020, we were actively recruiting at OPRF, Fenwick, Morton West, Christ the King High School, and were in the process of setting up a job fair with the Proviso High Schools. The option to scan a QR code in order to apply made it easy to connect with students by putting the job application right in their inboxes.

Lifeguards who had been interviewed and hired had started online training through the Ellis Lifeguard Blended Learning curriculum. Between the Ellis course and additional courses that were prepared to be uploaded through Paycom, in person training was being cut down by 4-5 hours while creating higher quality guards.

All planning done for summer 2020 will only help us better plan and train for summer 2021. We are very fortunate to have almost all of the aquatic leadership staff returning from 2019 which will strengthen the aquatic operation even further.

## Pool Passes

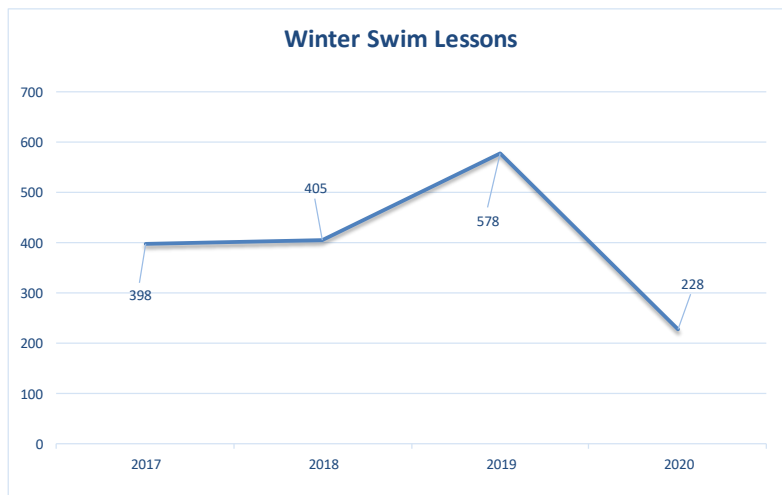
Pool pass prices remained unchanged in 2020 from previous years. Prior to the beginning of April, the Park District had sold almost 900 passes during the Polar Bear Sale Period. When it became unclear that a pool season would be held due to the pandemic, sales came to a stop. Once a decision was made not to open the pools, the Park District reached out to pass purchasers and offered them a choice of a refund or a credit for 2021. Approximately half, 429, chose to have their purchase credited for 2021; deferring approximately \$27,000 to 2021.

## Learn to Swim

Winter Swim lessons at OPRF were the only lessons we were able to complete this year, with swim lessons running three days a week.

Aquatic programming was a little different this year with many programs running virtually! Virtual Jr Lifeguarding was expanded into two levels of Jr Lifeguarding classes with many 10-14 year olds becoming very excited to one day be a PDOP lifeguard. A third level has also been created so once we are able to return to in person, the Jr Lifeguards can have a hands on experience.

Safety at Home was a virtual class offered to teach children not only about backyard pool safety, but general safety around the house. A Backyard Pool Safety Night was also a free program that ran to teach families about the safety of backyard pools.



# Ridgeland Camps

## Ridgeland Common Camps

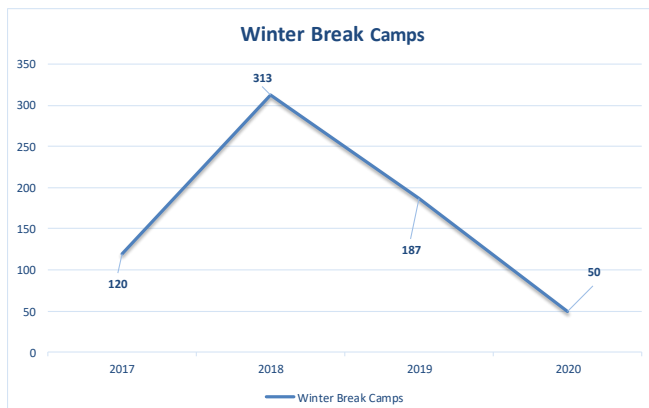
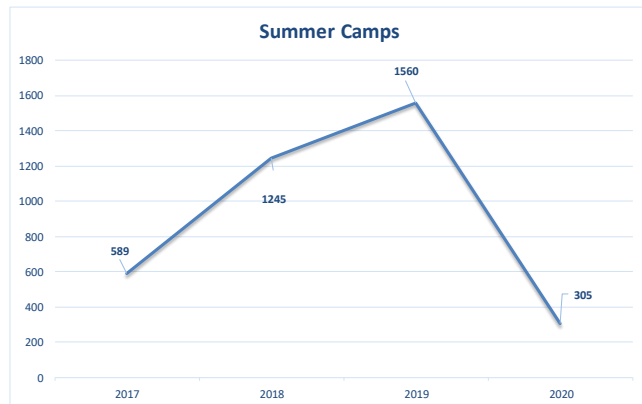
Summer 2020, was a very different year for Ridgeland Camps. However, camps were a great success. With counselors returning from the past summer and bringing some lifeguards on as camp counselors, we had a safety conscious, dedicated, and most importantly FUN camp staff. The counselors did an excellent job owning their camp spaces and cleaning assignments, sanitizing every two hours. Pick up and drop off was done "Portillo's Style," with all parents staying in their vehicles. Not only did this make the process easier, but all campers and cars were generally gone within 5 minutes of pick up compared to it taking 20-30 minutes when the parents used to come inside for pick up.

The general Ridgeland Camp spent one hour each day skating on the ice, then walking to various parks. Four square was a camp favorite with lines painted outside and also squares placed inside with floor tape. Campers enjoyed arts and craft, science activities, participating in the OPPD Summer Reading contest, and so much more. Hockey Camp returned mid-way through summer with 14 campers each week. The campers spent 3+ hours on the ice each day and spent the rest of their day playing kickball or other high energy sports.

Campers also enjoyed Winter Break Camp at Ridgeland this year with three days falling in 2020. Campers were excited to be back with their friends and favorite counselors for one hour of ice time a day and fun games and crafts for the remainder of the day.

Virtual Camp was a very important camp that was offered to the community this year. Offered for both summer and winter break, it allowed campers who were not yet comfortable with a group setting to enjoy arts and crafts as well as large motor activity from the comfort of their homes.

Summer camp numbers included 82 participants in Virtual Camp. Winter Camp includes nine Virtual Campers.



# Paul Hruby Ice Arena Summary

## **About the Paul Hruby Ice Arena**

The Paul Hruby Ice Arena, part of the LEED Gold Certified Ridgeland Common Recreation Complex, was extensively renovated in 2013 and 2014. The ice arena is operated year-round and features an NHL sized ice surface, five hockey locker rooms including a women's locker room, bleacher seating for 500, a skate shop with over 300 rental skates, a full view lobby and activity rooms available for programs, parties, and rentals.

In a typical year, the ice arena hosts many programs including figure skating for all ages, developmental youth hockey, adult hockey, and travel hockey. Special events include the annual Ice Show, a Holiday Skating Exhibition, and Blackhawks Night featuring organist, Frank Pelico. The ice arena is available on a rental basis for groups and individuals and is currently serving the Oak Park and River Forest and Fenwick Hockey Clubs. The community can also access the rink through a number of drop-in programs such as Public Skate, Rat-time pick up hockey, an all ages Stick and Puck, and Freestyle.

## **Executive Summary**

The ice arena is a great community asset that provides wide community use. Ice arena programs and activities in the first two and half months of the year were operating at expected levels. With two new hockey coordinators, staff began implementing Hockey Academy improvements.

The annual Ice Show was set to occur on March 13th, 14th and 15th and was postponed the day of the scheduled first show. The remainder of the year saw the staff continually adapt to the ever changing guidance related to the Restore Illinois guidance. Camp was the first program to come back in June, limited programs were started in the weeks after that. Programs originally came back with 10 participants, 25 participants, 50 participants and then finally reduced to on-on-one training when a second shut down was initiated. Competitive hockey never was able to take place and scrimmaging was eventually discontinued. The Oak Park and River Forest Hockey club continued to rent ice and use it strictly for socially distanced skills and drills. Individual adult rental groups did not continue their rentals because scrimmaging was off limits.

Staff was effective at programming to the level or participation allowed, attempting to maximize participation and revenue, while minimizing costs. Pre-registration developed for drop-in programs due to the pandemic, such as Public Skate, Stick and Puck, and Freestyle, eliminated the need to have staff operate a registers, handle cash, and control the number of participants. An attendance sheet is generated for each drop-in program for staff to check in each individual after providing a health screening. Pre-registration will continued to be used for drop-in programs moving forward, including for Public Swim this summer.

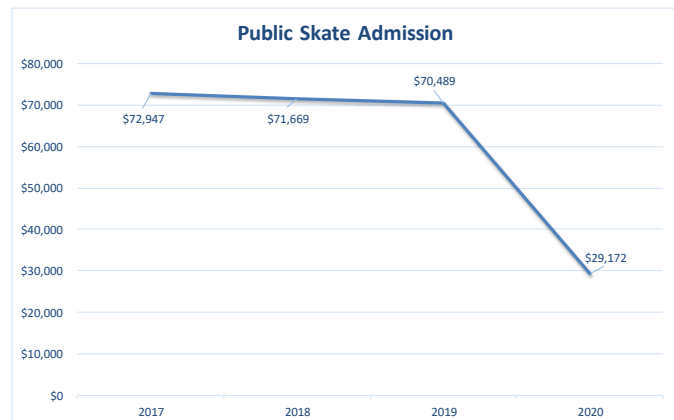
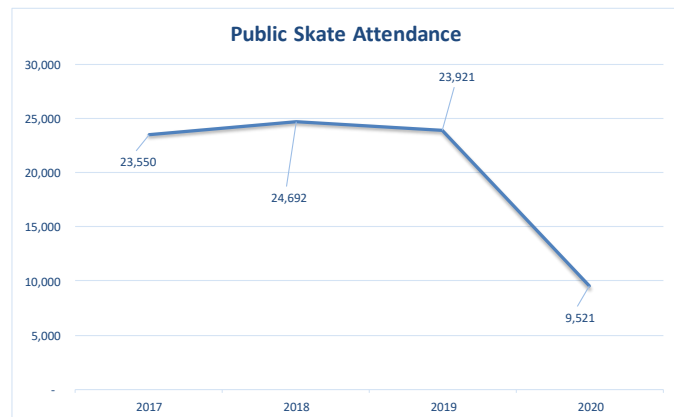
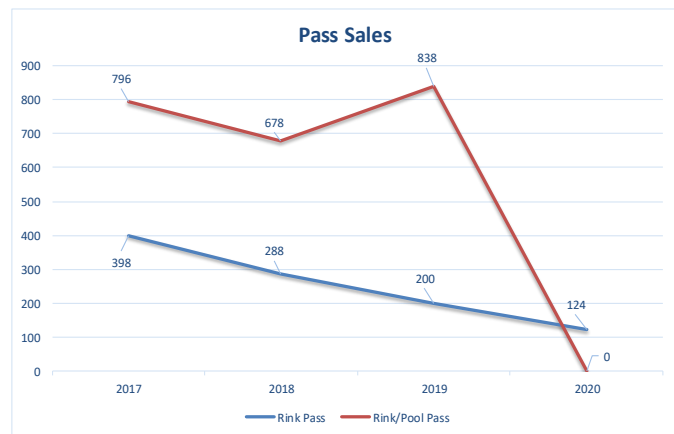
# Rink Pass Sales and Public Skate

## Public Skate

Public Skate attendance and admissions were about average for January, February, and March. The facility re-opened for Public Skate in August and Noon Skate in September. With restrictions on participation when we reopened and the second closure in November, pass sales and revenue were understandably down.

Pre-registration for Public Skate and Noon Skate has helped to control participation at maximum capacities. Staff also included the price of rental skates in the pre-registration admission price to eliminate cash handling and limit additional staff/customer interaction.

Staff is confident that as 2021 goes on and our capacities are allowed to increase, Public Skate participation will come back. In the mean time, staff will continue to keep costs down and will not schedule Skate Guard staff until we can get back to normal operation.



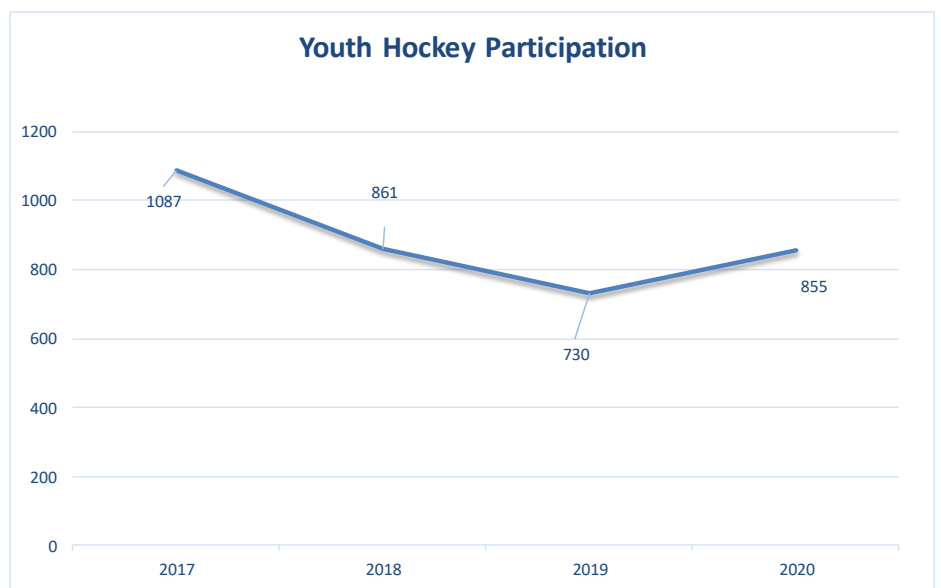
# Hockey Academy

## Hockey Academy - Learn to Play

Hockey Academy is the Park District of Oak Park's learn to play program. It takes players, ages 3-14, from the stage of falling down and not being able to stand up, to preparing them for the Ice Bears Travel program.

Despite the pandemic and absence of the NHL for most of the year, Hockey Academy had strong registration over the summer, aided by program improvements. Hockey programs faced challenges, players having to wear masks, and no scrimmaging. Some families did go to other programs that were not enforcing these protocols as strenuously. However, word spread about the safe environment at Ridgeland and many new families filled their spots.

After the November shut down, hockey moved to one-on-one lessons which were in high demand by all ages and levels, including adults. Generally, once the next weeks programs were posted, all spots were filled within the hour.



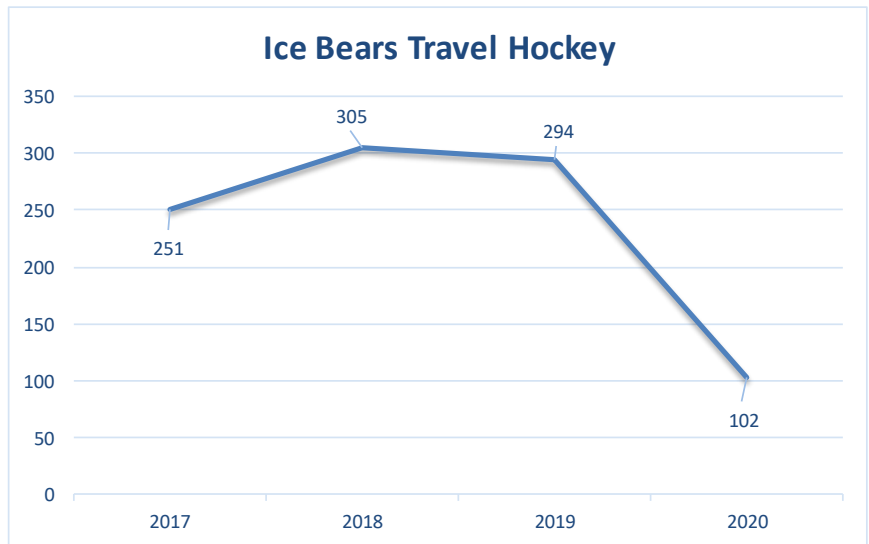
# Ice Bears Youth Travel

## Ice Bears Youth Travel Program

2020 was a difficult year for the Ice Bears program. Starting with the cancelation of the championship games in March, followed by the complete cancelation of the Spring Season. Ice Bears finally began again in the summer with a brief 3 vs 3 league. Soon after the start of summer, hockey was classified as a high risk sport and all scrimmages were to be stopped. Many Ice Bears remained in the program working on skills and skating, while some did jump ship to go to programs that were not only scrimmaging, but traveling to tournaments out of state.

Fall 2020 Ice Bears started their season in pods, losing 50-60 players whether they were uncomfortable returning or had moved to other programs. The volunteer coaches worked harder than ever this year to make practices fun and most importantly safe.

The November shut down, paused all Ice Bears practices again, but many players took advantage of the one-on-one lessons, still practicing 2-3 days per week.





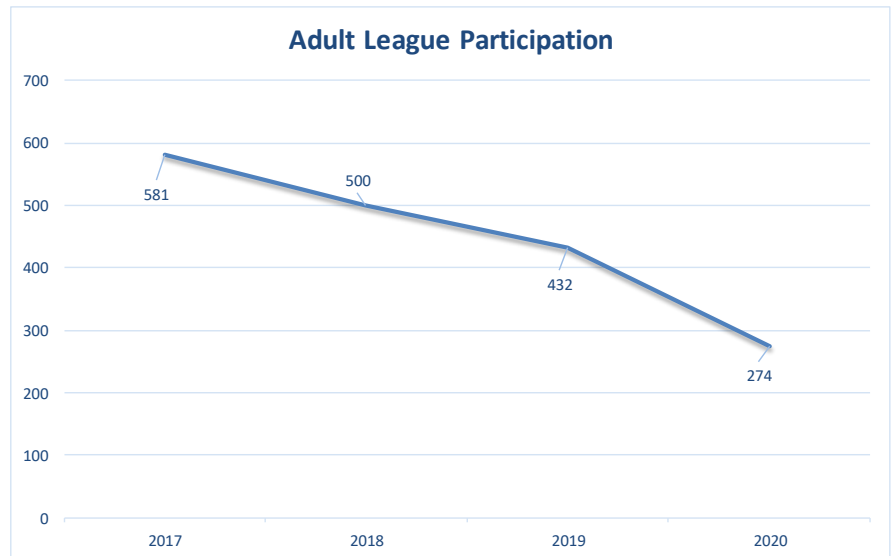
# Adult Hockey Program

## Adult League

Adult Hockey started up in the summer running all levels, Adult Beginner, Level 1 and Level 2. However, due to hockey being classified as a high risk sport by the state, Adult Level 2 was not able to finish the summer and has not been able to run since February.

Adult Beginner and Level 1 numbers are low, feedback we have received is that many participants are not comfortable coming back yet or families are weighting their exposures with priority going to their children's activities.

Many of the adults have been coming out for the morning Stick & Pucks we started since it is a smaller group with limited interactions with others.



# Skate Academy

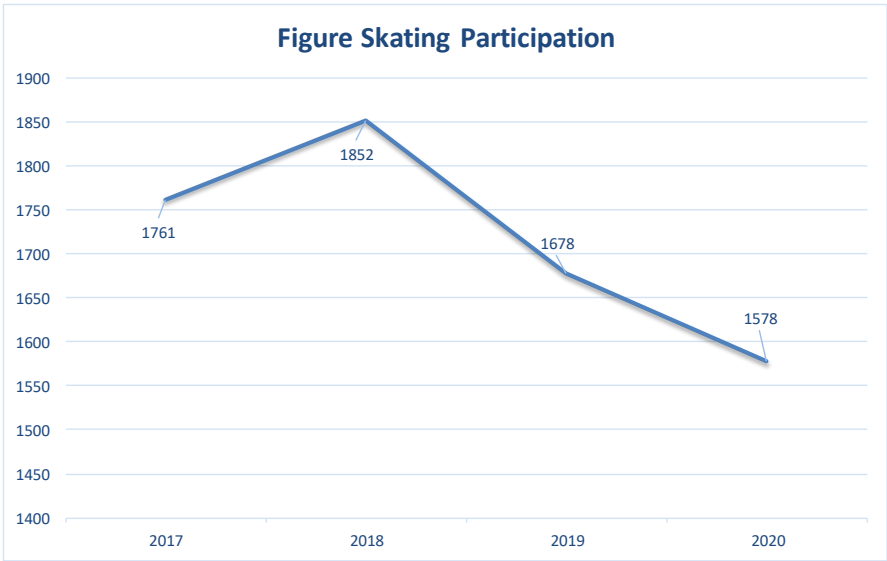
## Skate Academy - Learn to Skate

Skate Academy’s annual Ice Show was abruptly canceled in March when the state shut down. Since then, it has been a slow return of many of our skaters as they get more comfortable with participating.

Beginner classes were adapted to have a parent/guardian on the ice with the skater to decrease the need for coaches to be hands on. With skating being one of the few activities last summer, we saw many new participants giving it a try.

Our synchro program was not able to compete this year. Still, the majority of the team stayed committed and the team worked on skills they can eventually put into a program.

Four students participated in the Illinois Basic Skills Committee’s Virtual Competition. The students pre-recorded their routines at Ridgeland and then submitted. All students placed 2nd competing against skaters from across the country.



# Ice Show & Special Events

## Ice Show

On March 13th, 14th and 15th, the Annual Ice Show was scheduled to take place and the circumstances surrounding Coronavirus were worsening. Staff had been discussing holding the show for a number of days, when it was decided to cancel the show due to safety concerns and the fear of spreading the virus. The show was officially postponed on March 12. Parents of participants were understanding of the decision. Staff proceeded to take down the set, curtain, and remove the on ice bleachers. It was hoped the show could be held at another time and staff chose two dates, one in May and one in August. However, the pandemic did not improve and the show was officially cancelled in July. A partial refund was issued to participating families with many of the costs already expended.

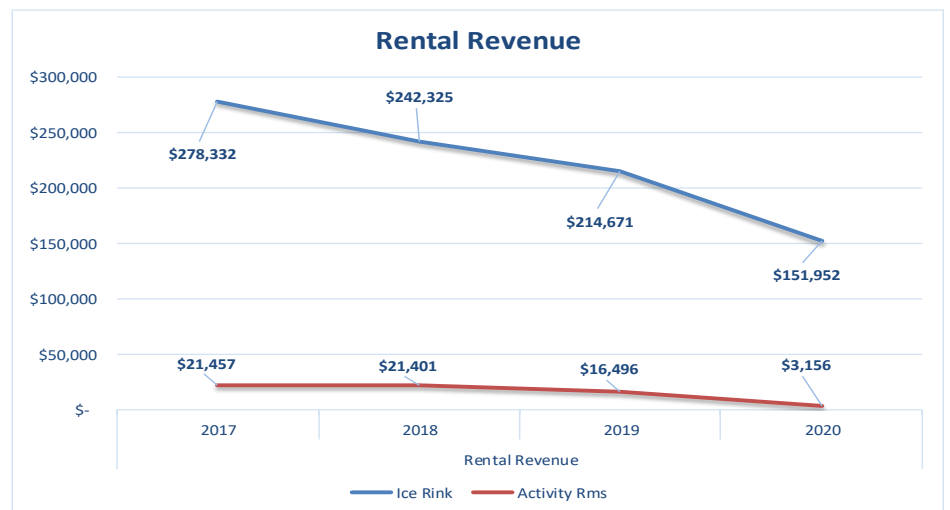
Staff were planning to hold the Holiday Exhibition in December; this would have been a live streamed event. This was cancelled when the Coronavirus related second shut down occurred in November.

## Rentals

As a result of the pandemic, rentals decreased significantly. Room rentals which were growing in 2019, have been completely paused since March.

Rink rental revenues were mostly driven by the OPRF Hockey Club who continued to be a consistent year-round renter. OPRF continued to rent ice as long as mitigations allowed and the facility remained open. The Fenwick Hockey Club had cancelled their spring ice prior to the shut down. They then cancelled their ice going into the fall 2020 season. St. Patrick's hockey club has rented some ice at Ridgeland as their program is rejuvenating. We hope to be able to continue this relationship throughout the 2021.

With the restrictions regarding playing hockey games, all private adult rental groups dropped their ice. We are looking forward to these coming back sometime in 2021.



# Gymnastics and Recreation Center

## **About the Gymnastics and Recreation Center**

The Gymnastics and Recreation Center (GRC) opened in October of 2013. This is an approximately 18,000 square foot facility featuring: two studio rooms, a pre-school gymnastics area, a 10,000 square foot main gym floor, two spring floors, two foam pits, a trampoline, and a variety of gymnastics apparatus necessary to provide the participants with a well-rounded gymnastics experience.

The GRC primarily serves the needs of the recreational to competitive gymnastics participant. Year-round instructional programs provide students of all ages the opportunity to enjoy gymnastics as well as experience the healthful fitness benefits that gymnastics provides. For the competitive gymnastics participant, there is a seasonal Boys GIJO team, seasonal Girls Xcel team, and the year-round USA Gymnastics (USAG) team. The seasonal team programs are offered from October through April or May.

In addition to these traditional gymnastics programs, the community is able to enjoy the facility through camps, drop-in programs such as pre-school playtime, family open gym, open gym, birthday parties, special programs, sleep-overs/sleep-UNDERS, and Special Olympics in cooperation with WSSRA.

Additional Recreational Department programs held at the GRC in 2020 include, fitness and dance. These programs are held in the second floor studio room.

Along with the programs, highly trained staff is critical to our gymnastics operations. Staff earns professional memberships from USAG by completing either on-line or face-to-face course work and passing exams. The Safety course is required to be retaken every four years and is a compilation of various components and safety factors specific to the sport of gymnastics. A complete Safe Sport course is taken every other year with a refresher course between years. This certification allows coaches to accompany the gymnasts to all USAG sanctioned competitions. GIJO coaches are not required to hold these certifications and fall under the umbrella of AAU. One of our GRC coaches holds judging certifications, which allows her to judge women competitions ranging from GIJO, high school competitions, and USAG sanctioned meets through Level 10. All full-time and part-time coaches participate in continuing education courses through USAG.

## **Executive Summary**

In 2020, revenues were significantly down due to the pandemic, closures, and program restrictions. In the first two and a half months of the year, operations were running normally. The Boys Meet was held at Triton College in January, the competitive teams competed in their regular meets, and the recreation program was full. When Covid impacted operations, staff conducted research to become educated on what gymnastics centers would be allowed to provide in regards to programs and how to do it safely. Staff remained flexible throughout the year, offering modified and safe programs, growing the program when it was allowed, and moving to one-on-one training after the second shut down ended. Staff focused on controlling cost and operating with two fewer full-time coaches.

# Gymnastics Programs

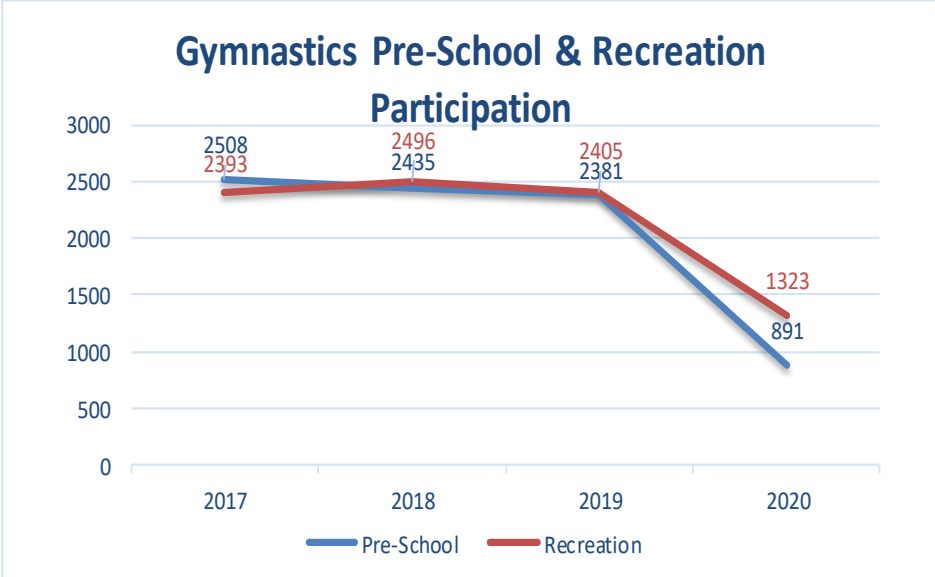
## Preschool and Recreation

The preschool program is made up of Tots and Gym Kids 1, 2, and 3. The ages range from 2 through 5 years of age. Tots classes include participation by a parent or guardian with the child. Tots is designed for parent-child interaction. The Gym Kids track is based on fun but, also to develop strength, coordination, and self-confidence. Gym Kids participants are introduced to basic gymnastics positions and taught some of the formal terminology. However, Gym Kids 3 is by invitation only for the student that needs to be further challenged but too young for the beginner level.

Oak Park Gymnastics follows the guidelines of the USAG Developmental Program. Students learn the fundamentals of the sport with an emphasis on safety and progressions. Student progress is documented as they continue through the program. Students start this track when they are 6 years old; these classes range from Beginner level, Intermediate, and Advanced levels.

Tumbling & Trampoline and Adult Gymnastics are a part of the program mix. The Co-Ed Challenge class was removed from the GRC's program portfolio in 2020.

Overall participation was down for both recreational students age 6+ and the preschool 3.5-5yr olds due to the virus pandemic. The GRC experienced two complete shut downs. The first was March 13, through June 14, and the second was November 14, through December 3. The majority of the preschool and recreational enrollment numbers came from the Winter 2020 session, before the first shut down. We programmed as per the guidelines of the IDPH and Oak Park Department of Public Health during the time we were open in 2020.



# Team Gymnastics Program



## Boys GIJO, Girls XCEL & USAG Competitive Teams

### Gold Medal Invite

In January of 2020, the Gymnastics and Recreation Center hosted its third USAG Sanctioned Boys Competition. The competition was held at Triton College in River Grove on January 26, with 199 participants from 15 gyms; 21 more gymnasts than last year's competition. Of the 15 participating gyms, three including Oak Park, were Park District based programs and the other 12 were private gyms. It took a tremendous effort from staff and parent volunteers to help set up the six apparatus the night before, host the event which included admissions, gymnast check-in, scoring, awards for three sessions and cleaning up and tearing down the six apparatus upon the conclusion of the final session.

### USAG

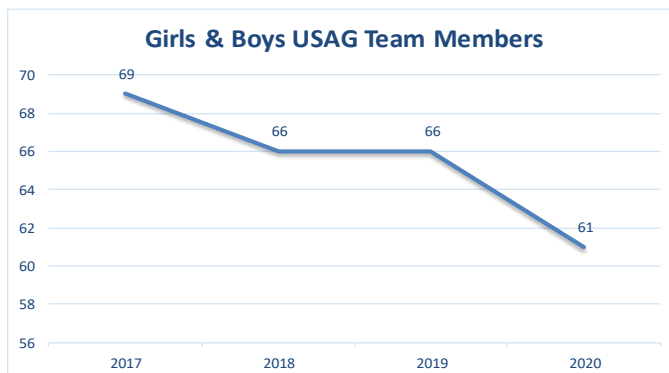
The USAG Boys & Girls teams competition for the 2019-2020 season was cut short with the last competition taking place the weekend of March 6-8. The start of the 2020-2021 season was delayed with no competitions taking place in December. USAG competition for girls are for levels 2-10 and boys for levels 4-10. Membership requires a year-round commitment and is by invitation only. The chart captures this year-round team competitive program in which participation fluctuates within any give year. The number provided is team participation for the majority of 2020.

### GIJO Boys

This program offers recreational competition for boys who are eligible to try-out and are selected from our Advanced Beginner and above recreational classes. Ten boys participated in the 2019-2020 season which ran October 2019, through mid-May of 2020, and culminated with the League Championships. Tryouts for the 2020-2021 season took place in October, and practices began in November. The boys only got two practices in before the second shut down but returned to 1:1 practices December 4, through the end of the year. This current team program participation is at eight boys.

### XCEL Girls

The girls recreational XCEL competitive program offers recreational competition for girls who are eligible to try out and are selected from our Intermediate and above recreational classes. A total of 23 girls participated in the 2019-2020 season which ran December 2019, through the first shut down in March, that ended their season. Tryouts for the 2020-2021 season, took place mid-October, and practices began two weeks later on Sunday, October 25. This group got in three practices before the second shut down but returned to 1:1 practices December 4, through the end of the year. Participation in the 2020-2021 season started with 25 girls.



# Drop-In Programs

## Pre-School Playtime and Open Gym

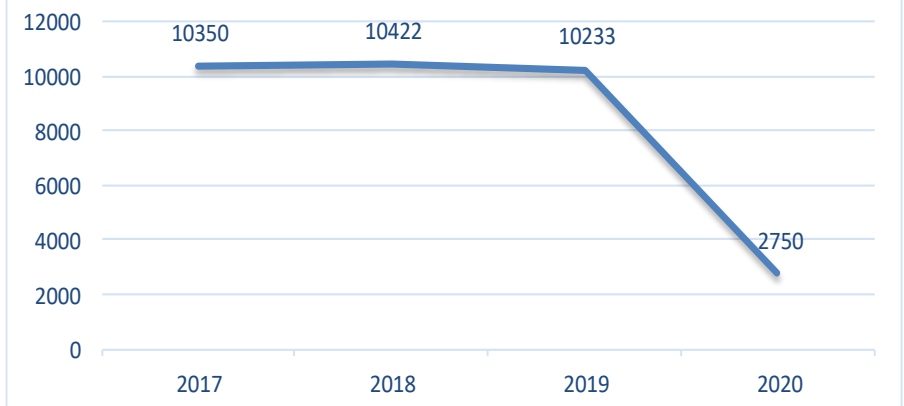
Preschool Playtime (ages 1-6 years) and Open Gym (ages 6 years through adult) are offered weekly. Patrons are able to purchase passes at a reduced rate for both programs saving them \$1 per visit. The cost for a 10-visit pass is \$50 for Preschool Playtime and a daily visit is \$6. The cost for a 5-visit pass is \$55 for Open Gym and a daily visit is \$12. In 2020, a total of only 87 Preschool Playtime and seven Open Gym passes were sold. Playtimes and Open Gyms were offered at maximum capacity January 3-March 11, in which 2,498 of the 2,750 total attendance took place. Maximum capacity at this time was 80 for Preschool Playtime and 50 for Open Gym. When these programs returned September 9, through November 11, the maximum capacity due to the pandemic was 23 for Preschool Playtime and 20 for Open Gym. Preschool Playtime was also reduced to two times a week instead of three. Passes purchased prior to March 13, were extended an extra 6 months from what would have been the expiration date.

The only time in 2020 additional Preschool Playtime, Open Gym, and Family Open Gym sessions were held, was early in the year between January 3-5, for the holidays. Family Open Gym provides an opportunity for families with children of all ages to participate.

The pandemic made us look into a better system for this drop-in program because of the max capacity limitations. Using the Amilia registration software, we were able to set up a pre-registration only option which allows registration to open seven days in advance and close one hour prior to each scheduled date. There is also an option to cancel at least 24 hours before the drop-in starts. This pre-registration procedure will be around long after the pandemic is gone.



### Gymnastics Preschool Playtime & Open Gym Attendance Drop-In Programs



# Special Programs

## **Birthday Parties**

Gymnastics offers two party packages based on age and can be booked on Saturdays and Sundays. The three to five year olds enjoy one hour of gym time with a 1:7 coach to student ratio. Six to fifteen year olds spend 1 ½ hours in the gym with a 1:10 coach to student ratio. Both groups receive a t-shirt for the birthday child, a dedicated party leader, planned games and activities in the gym, ½ hour in the studio party room, help with food service and clean up as well as assistance moving supplies and gifts to/from the birthday hosts vehicle. In 2020, only 19 birthday parties were held before the shutdown on March 13; birthday parties have not resumed.

## **Winter Gymnastics Camp**

The second week of winter gymnastics camp was held January 2 and 3, in 2020, from 8:30am-3:30pm each day. This camp offered seven hours of jam packed gymnastics instruction including strength, conditioning, flexibility, all Olympic events, and open gym. This camp served 53 campers in total over the two-day period.

## **Traditional Summer Camp**

Fifty days of traditional summer camp was offered at the GRC. At this time in the pandemic, the GRC could only offer camp to two groups of 10. These traditional camps were offered Monday through Friday, June 12 – August 21, from 8:00am–3:00pm, and served 93 campers in total in grades K-3. During camp, all participants played games, made crafts, had open gym time, utilized the outdoor area at Stevenson Center field and the playground once it was reopened for use, and played in the GRC parking lot to make the most of being outside as much as possible.

## **Virtual Gymnastics Classes**

Virtual classes were offered for the first time for three age groups. Tots for 2-3 years, Gym Kids for 3 1/2 –5 years, and Beginner for ages 6+. This program was offered for four weeks from November 24-December 27, with a total of 68 participants taking advantage of a way to do gymnastics in a safe way at home.

## **Spooky Stroll and Eyeball Hunt**

This event was held in place of a planned indoor Halloween maze through the GRC due to the pandemic. On a beautiful Halloween afternoon from 3-5pm, the parking lot was decorated for a Halloween Spooky stroll including the placement of numerous eyeballs on trees, bushes, walls, and more. At this free event, participants had to search for as many eyeballs they could find and turn in their best guess for a treat at the end. We had 28 participants come out and take part in this two-hour offering.

## **One-on-One Lessons**

When programming returned to the GRC after the second closure, the only option according to the IDPH Restore Illinois guidelines for reopening was to offer one-on-one lessons. At max, we could have ten people in the gym apparatus space at a time; this allowed for five lessons every hour weekdays from 3-9 and weekends from 9-6. Between December 4-30, the GRC held 548 1:1 lessons for both competitive and recreational gymnasts age 6 and up.





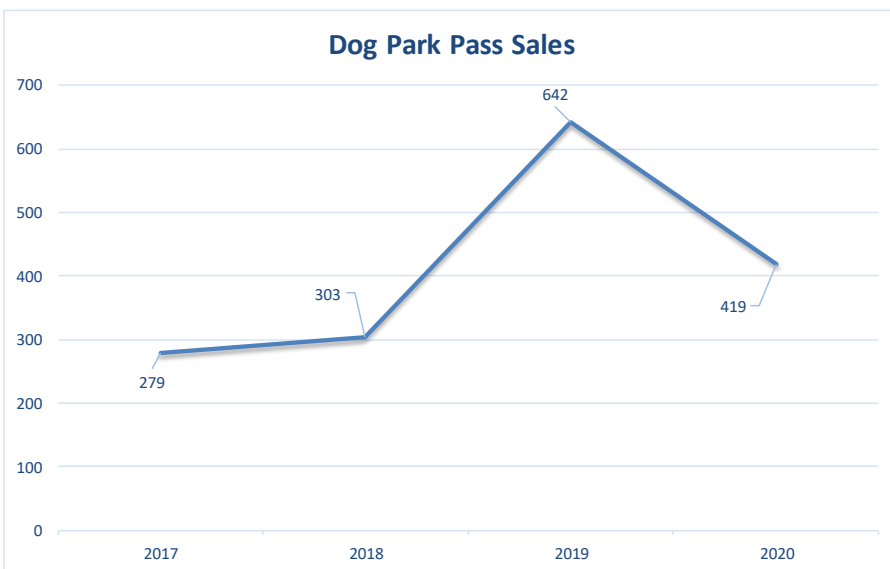
# Dog Parks

## Program Overview

Special Facilities Revenue operates and maintains the dog parks at Maple Park and Ridgeland Common. Ridgeland Common Dog Park was opened in 2014, as part of the Ridgeland Common renovation. Maple Park was opened in 2011, as part of the overall Maple Park Master Plan. The dog parks provide residents and a limited number of non-residents with pets, an opportunity to socialize and exercise with their dogs off-leash. Both parks are accessed by a proximity card system. Staff maintains both facilities, performing maintenance, and repair twice a week, removing snow and making repairs as necessary.

## Membership

Dog Park membership is good for one-year from date of purchase. Owners must keep their dogs vaccinations updated on an annual basis. 2020 was the second year that membership was free to Oak Park residents. The pandemic altered the way the dog parks operated; when the parks first re-opened under Restore Illinois guidance, they opened to 10 participants and their dogs at one time, it then moved to 25 participants as circumstances improved. Members were required to wear masks and social distance as well. Members have been appreciative that the parks were re-opened before many other program opportunities were. The number of memberships dropped to 419 from a high last year. Memberships are expected to increase over the next year as people become more confident regarding their safety.



# Improvements and Repairs

## **Pools**

Prior to the pandemic, at Rehm Pool, breaks in the gutter return pipe and the water fountain supply line were being repaired. The fencing around the wading pool was also replaced with metal fencing that match the fencing installed around the play area in 2018. Other improvements, including improvements that were 2020 goals, were not pursued as a way of reducing costs amidst the pandemic. Some of these goals, including installing a user control on the Rehm Pool play area water feature, were postponed to 2021. Others were not postponed but cancelled and may be revisited in future years.

In September, staff cleaned, sanded, and stained the exterior beams and roof decking, and the eaves around the perimeter of the pool bathhouse. This was a time consuming project that staff was planning to be completed by a contractor in a future year; the staff provided a high quality result which likely saved over \$20,000 in expense if performed by a contractor. Staff also sanded and painted fascia around three sides of the Ridgeland Common facility perimeter. The fourth side will be completed in 2021.

A contractor made repairs to the bottom and gutters of the Rehm's Main pool. The surface of the pool bottom has been crumbling for many years and staff repairs were not sufficient any longer.

## **Rink/Gymnastics**

In light of fewer patrons in the facilities, staff has completed painting projects in numerous spaces at Ridgeland Common and the Gymnastics and Recreation Center. Staff has also made good use of the carpet extractor that the District purchased, cleaning the carpeting in offices. Staff will also be cleaning furniture in 2021, saving on vendor costs.

Staff also researched how to refinish and polish Terrazzo floors. This would normally be a vendor project. Now that we have a process, staff will be performing this preventative and restorative maintenance process on a regular basis at Ridgeland Common.

New equipment was purchased for the Ninja Program and foam was replaced in the pits.

# Revenue Facilities Combined Budget

## Special Facilities 2020 Budget

Like all Park District departmental budgets, the Coronavirus pandemic had an enormous negative impact on Special Facilities budgets. Once the shut down took place, staff started to look hard at the budgets, with an eye on reducing and eliminating expenses, deciding what was necessary and what was unnecessary. Many projects and purchases that could be eliminated or postponed were. Only staff deemed absolutely necessary were brought back when camps and programs started in June and July. Many additional responsibilities were taken on by full-time staff. Other cost saving measures included leaving open two unfilled full-time positions, a gymnastics coach and the rink Program and Operations Supervisor. Additionally, it was necessary to lay off a full-time gymnastics coach that had not been brought back over the summer. One of the two Facility Specialist staff members was placed on loan to the Parks and Planning Department for most of the summer, eliminating the need to fill an open Parks and Planning position that will wait until 2021 to be hired.

In an effort to maintain fund balances for Special Facilities, Health Insurance was not charged to Special Facilities Administration, Special Facilities Maintenance, and the Gymnastics Budgets. The 2020 Budget estimate for health Insurance was \$191,151, which was absorbed by the Corporate Fund. A Capital Contribution transfer also did not take place in 2020. The 2020 budget estimate for this was \$509,000. These figures are not included in the Budget Comparison graph below.

Overall Special Facilities generated approximately \$1,202,006.00 in revenue, only 31% of what was expected. Expenses were approximately \$1,630,291.00, about 42% of what was expected. That earned a net loss of \$428,285.00. Because of the decreases in expenses. However, fund balances increased from 34% to an estimated 51% in 2020, (2% higher than originally forecasted for the 2021 Budget).

