



**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 35th 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



President
Board of Park Commissioners

February 18, 2021
Date

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Date