



**Park District of Oak Park (PDOP)
Committee of the Whole Meeting
John Hedges Administrative Center
218 Madison Street
Oak Park, Illinois 60302**

Thursday, December 1, 2022 at 7:30pm

Minutes

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

I. ROLL CALL

Present: Commissioner Lentz, Wick, Worley-Hood, and President Porreca

Absent: Commissioner Wollmuth

Park District Staff Present: Jan Arnold, Executive Director; Mitch Bowlin, Director of Finance; Chris Lindgren, Superintendent of Parks & Planning; Maureen McCarthy, Superintendent of Recreation; and Edith Wood, Executive Assistant.

Others: Abby Schmelling with Active Adult Advisory Committee

II. PUBLIC COMMENTS – None

III. RECREATION AND FACILITY PROGRAM COMMITTEE

A. PACT Facility Use License Agreements for 2023

Executive Director Arnold noted to the Board that some of the PACT Agreements are up for renewal. These agreements were created so that other user groups and organizations would be able to use Park District facilities. The 2023 PACT applications were received and processed, with each organization contacted with their designated placement level based on the PACT (Partner, Associate, Companion, and Tenant) program. As such, it was recommended that the Board approve all of the PACT agreements provided and be fully executed. The Board had a discussion on the organizations under the PACT agreements. **This item will be brought before the Board on the consent agenda at the December Regular Board Meeting.**

IV. PARK AND PLANNING COMMITTEE – None

V. ADMINISTRATION AND FINANCE COMMITTEE

A. Active Adult Advisory Committee (AAAC) Update

Abby Schmelling with the AAAC provided the Board with an update. Abby noted that AAAC is excited for the opportunity to partner with the Park District, as AAAC have seen the Park District's partnerships with other organizations and know that working with the Park District is the best. Abby noted that programming has grown since partnering with the Park District as the number of participants has increased from 177 to 353 over the last year. Programming includes fitness and yoga, Spanish, stained glass, painting, and sewing. With the Park District's help, AAAC has also been able to include ceramics in their programming. The Park District has been great at getting the equipment needed for their programs. AAAC also received a grant from Rotary to purchase equipment needed. Overall, Abby has been very happy with the partnership AAAC has with the Park District. The Board was very happy to hear the great partnership AAAC and Park District have, and how well the relationship has been.

The Board also asked question on what other things the Park District can do to help the AAAC. **No action is needed by the Board on this item.**

B. Cleaning Contract Update

Executive Director Arnold noted that staff had really good walkthroughs of the Park District facilities with two janitorial companies. Staff are looking to review references for the lowest bidder, as the lowest bidder is not the current company that the Park District utilizes for janitorial services. The Board had a discussion on the work the current janitorial company has done. **This item will be brought before the Board on the regular agenda at the December Regular Board Meeting.**

C. 2023 Board Action Calendar

Executive Director Arnold noted that the Board Action Calendar was prepared to help staff track all of the different items that will be coming before the Board during the 2023 Calendar year. **This item will be brought before the Board on the consent agenda at the December Regular Board Meeting.**

D. Letter to WSSRA of Appointment of Representatives

Executive Director Arnold noted that every year, WSSRA requests a letter to be made to note the Park District's appointment to the WSSRA Board of Directors. Executive Director Arnold is noted as the Regular Representative, and Commissioner Lentz is noted as the alternate. **This item will be brought before the Board on the consent agenda at the December Regular Board Meeting.**

E. Bi-Annual Review of Executive Session Minutes

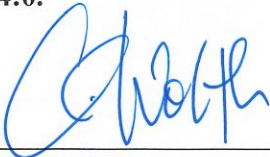
Executive Director Arnold noted that accordance with the Open Meetings Act, the Board is required to review closed session minutes semi-annually to determine whether the need for confidentiality still exists on all or parts of the closed session minutes. It was recommended that the Board continues to hold the identified closed session minutes at this time. **This item will be brought before the Board on the consent agenda at the December Regular Board Meeting.**

VI. NEW BUSINESS – None

VII. CLOSED SESSION – None

VIII. ADJOURNMENT

At 755pm, the Committee of the Whole meeting was adjourned. **The motion was passed with a roll call vote of 4:0.**



Secretary
Board of Park Commissioners



President
Board of Park Commissioners

January 19, 2023

Date

January 19, 2023

Date