



Park District of Oak Park (PDOP)  
Regular Board Meeting  
John Hedges Administrative Center  
218 Madison Street  
Oak Park, Illinois 60302

Thursday, February 16, 2023 at 7:30pm

Minutes

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

**I. ROLL CALL**

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

**Park District Staff Present:** Jan Arnold, Executive Director; Mitch Bowlin, Director of Finance; Paula Bickel, Director of Human Resources & Risk Management; Maureen McCarthy, Superintendent of Recreation; Chris Lindgren, Superintendent of Parks & Planning; Bill Hamilton, Superintendent of Special Facilities & Customer Service; Kayla Lindgren, Program & Operations Manager; Chad Drufke, Program Manager; Joe Lilly, Program Manager; Susan Crane, Cheney Operations & Special Events Manager; Jamie Lapke, Program & Operations Manager; and Edith Wood, Executive Assistant.

**Others:** Carl Spight, George Bailey, Laura Stamp, and their significant others.

**II. APPROVAL OF AGENDA**

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

**III. ANNUAL COMMUNITY SERVICE AWARDS**

The Board presented the 2022 IAPD/IPRA Community Service Awards to the following recipients: AMENS Group (Wiley Samuels, George Bailey, Carl Spight, and Lee Pulliam), and Laura Stamp. President Porreca and Commissioner Wick introduced the recipients and presented them each with their Community Service Award. These individuals were awarded with the Community Service Award for their outstanding contribution and unselfish devotion for the advancement of parks, recreation, and leisure in the community of Oak Park and the State of Illinois. The Board and staff thanked them for their devotion to their community. A brief reception also took place for the awardees after the award ceremony.

**IV. VISITOR/PUBLIC COMMENTS** – None

**V. CONSENT AGENDA**

A motion was made by Commissioner Wick, and seconded by Commissioner Lentz to approve the Consent Agenda which included the Cash and Investment Summary, and Warrants and Bills for the month of January 2023; approval of the minutes from the Committee of the Whole Meeting for January 12, 2023, and Regular Board Meeting from January 19, 2023; the PACT Facility Use Agreement for 2023-2025 for Festival Theatre; and, Disposal Ordinance 2023-02-10. **The motion was passed by a roll call vote of 5:0.**

## VI. STAFF REPORTS

- A. **Executive Director's Report** – In addition to the Executive Director Report (which is included in the Board Packet), Executive Director Arnold informed the Board that staff are working on finalizing the Spring/Summer brochure and resident registration begins March 11<sup>th</sup>. The outdoor ice rink was up for 24 hours before it melted. It was a good attempt by staff on making the ice rink this year. In addition, the 2023 Ice Show will be back and will take place on March 17<sup>th</sup> through the 19<sup>th</sup>. Staff are looking for volunteers for the event.
- B. **Updates & Information** – Written report included in the Board Packet.
- C. **Revenue/Expense Status Report** – No questions asked.

## VII. OLD BUSINESS

### **A. Administration and Finance Committee**

1. 228-230 Madison Lot Improvements Approval – Executive Director Arnold and Chris Lindgren noted that staff went out to bid three times to design the 228-230 Madison Lot for parking relief for busy times during the CRC's usage and also provide parking spaces for the Park District buses and larger park vehicles. After the first and second bids came in over budget, staff revised the drawing slightly and rebid on December 21, 2022 with two bids received on January 4, 2023. The lowed bidder came from Innovation Landscape, Inc. with a bid price of \$485,700. Staff also recommend a 5% contingency for the project. The Board had question on the type of landscaping that would be placed on the lot, as well as the number of parking spaces that would be made. A motion was made by Commissioner Wick, and seconded by Commissioner Lentz to approve the authorization for Executive Director Arnold to sign the contract with Innovation Landscape, Inc. from Oswego, IL for a contract not to exceed \$509,985. **The motion was passed by a roll call vote of 5:0.**
2. Vehicle Replacement Contract Approval – Executive Director Arnold and Chris Lindgren noted that staff are looking to secure two hybrid Ford Maverick trucks to replace the current Ford Ranger trucks. After staff completed the greenhouse gas inventory, the vehicle impact on carbon emissions is a very small impact. In addition, staff have found that the hybrid vehicle are better suited for city use and would still be considered an efficient vehicle. The Board had question on how the hybrid vehicles would be charged. A motion was made by Commissioner Wick, and seconded by Commissioner Lentz to approved the authorization for Executive Director Arnold to purchase the two Ford Maverick trucks with an amount not to exceed \$84,000. **The motion was passed by a roll call vote of 5:0.**
3. Taylor Park Court Improvement Contract Approval – Executive Director Arnold and Chris Lindgren noted that Taylor Park's tennis/pickleball courts are in need of resurfacing. Staff have \$150,000 budgeted for the restoration of the courts in the CIP however, bids received for the project were high and as such, staff are looking to adjust the CIP for other projects. Staff received two bids on February 3, 2023, and the lowest bidder was received by US Tennis Court Construction Co. Staff have previously worked with US Tennis Court Construction Co. with great success. A motion was made by Commissioner Wick, and seconded by Commissioner Lentz to approve the authorization for Executive Director Arnold to sign the contract with US Tennis Court Construction Co. from Lockport, IL for an amount not to exceed \$218,100. **The motion was passed by a roll call vote of 5:0.**



4. Battery Powered Mower Purchase Approval – Executive Director Arnold and Chris Lindgren noted as staff continue to move away from fossil fuels in an effort to lower greenhouse gas emissions, as such, staff have looked into the purchase of a battery powered mower. Staff unanimously agreed that the Gravely EV mower was best suited for the Park District. This would be the first mower that the agency would be purchasing that is battery powered. A motion was made by Commissioner Wick, and seconded by Commissioner Wollmuth to approve the authorization for Executive Director Arnold to purchase a Gravely EV mower with an amount not to exceed \$36,000. **The motion was passed by a roll call vote of 5:0.**
5. VOP IGA ARPA Update – Executive Director Arnold noted that this item was pulled from the consent agenda at the Village of Oak Park’s board meeting, as the Village did not approve this item due to reactions on programming offered by the Park District in the Summer Camp brochure. The Board had a discussion on the programming offered by the Park District and discussed their opinions on it, and their hopes that the Village of Oak Park will approve the funds in the future for the much-needed improvements at Andersen Park that will be beneficial for the community.

**B. Recreation and Facility Program Committee – None**

**C. Parks and Planning Committee – None**

**VIII. NEW BUSINESS**

1. Annual Historic Properties Operations Report – Susan Crane presented the Board with 2022 highlights for Cheney Mansion and Pleasant Home. Overall, rentals have returned to pre-pandemic levels. The Geothermal installation at Pleasant Home did take a little longer than anticipated in which some rentals were missed in the Spring, but numbers were only slightly down. Many programs have been added to Cheney Mansion and a lot of events, including Christmas events, have sold out quickly. Additional supervisors have also been hired for these properties. 2023 is still a busy year with weddings being on budget. Staff also hosted an event expo at Pleasant Home, and five new rentals were received due to the expo. Staff are also planning to work alongside with the marketing team to attract more corporate rentals. The Board was very pleased to see the increase in numbers and it is also wonderful for the community to see some of the treasures that the Park District has.
2. Annual Recreation Report – Chad Drufke and Joe Lilly presented the Board with recreation highlights for 2022. Registrations for fitness programs have gone up since 2022, and revenue has increased to 7%, however, numbers are still not pre-pandemic numbers. Staff are looking forward to the CRC and the increase in programming that will be offered there. There is also a 42% increase in revenue for Martial Arts classes. For sport leagues, staff’s main focus is to continue partnerships with other organizations. Adult sport programs have also increased for volleyball, the new sand volleyball, soccer, and pickleball. The Frank Lloyd Wright race had returned to in-person this year, and it was great to see everyone participate. Other programming that has also increased include Dungeons and Dragons, which has doubled from the previous year. Various E-Sport programs have also become very popular as well. Fine Arts classes have been an all-time high in 2022 and staff are looking to add more cultural classes. Ceramics and maker space classes have also been doing really well. Staff are also looking to offer full day dance classes. Early childhood has been a bit of a struggle in 2022 due to staff having trouble in getting teachers for



the programs. Indoor playground has also been extremely popular, and staff may have low-balled the goal for registrations in 2022. Nature and Adventure classes have been great, including archery classes now being in-house, and staff have onboarded additional people to help teach that class. Community programs (afterschool and camps) have been an all time high as well. Staff have also expanded the active adults programs. Staff are excited for the new opportunities to reach the community on these programs with the completion of the CRC. The Board was excited to hear on all the programs that staff have offered and the great success that they have been.

3. Annual Special Facilities Report – Bill Hamilton and Kayla Lindgren provided the Board with 2022 highlights for their special facilities. Staff have had some struggles with their swim instructors, however staff still received exceeds in their scores. Due to the struggles with getting staff for the pools, staff were overworked and didn't have a perfect audit this past year. Passholder registrations have increased and exceeded 2019 numbers. The RCRC does appear to be back to pre-pandemic, as camp registrations are now popular. There are plans in the future to have camp classes be a half-day instead of a full-day. Fall 2022 is the easiest time for staff. Public skate appears to be more popular during the winter season. Hockey has been a bit of a struggle for staff in getting the number of people to register. Adult programming has become popular and staff have seen an increase in registration. Staff are also looking to incorporate women's programming as well. Skating has been a problem as well due to the loss of a coach and replacing them. However, rentals number have been good, especially for birthday parties.

Jamie Lapke also provided the Board with an update on the Gymnastics programming. The GRC celebrated its 9<sup>th</sup> anniversary in 2022. Classes have increased but not enough due to staffing issues. GRC is back to their regular schedule and has been great to see the kids. Open gym registrations have increased and at time, full at capacity. Staff are still cleaning equipment as they were during pandemic days. Overall, all programs have been great.

The Board was thankful for the staff and the information that was provided.

4. 2022 PDOP Annual Report – Executive Director Arnold provided the Board with a general overview of PDOP for 2022. 2022 was marked as the year to make significant advances to sustainability which includes the upcoming CRC. The Park District continues to be recognized as one of the top Park Districts in the country, earning their second Finalist Gold Medal Award. The Park District redesigned their website which was highly received by the community. Staff continue to engage in Diversity, Equity, and Inclusion initiatives. Finally, the most exciting part of 2022, is the groundbreaking for the CRC. The Board was very pleased to heard all of the updates from the Park District.

## **IX. COMMISSIONER'S COMMENTS**

**Commissioner Wollmuth:** Commissioner Wollmuth express his appreciation to Executive Director Arnold in her leadership, and was very impressed with staff for their skills and crafts.

**Commissioner Lentz:** Commissioner Lentz provided her support to staff in all that they have done. In addition, she attended the state conference and was very please for all of the useful information that she received, and learned new things as well.

**Commissioner Wick:** Commissioner Wick attended the IGOV meeting which confirmed that there was a social media forum for elected officials. He also attended the state conference and also like the social media class that was offered. Commissioner Wick also thanked staff for their presentations.

**Commissioner Worley-Hood:** Commissioner Worley-Hood provided his support to staff and his appreciation to them.

**President Porreca:** President Porreca noted her thanks to staff and everything that they have done.

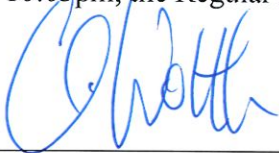
**X. CLOSED SESSION**

At 9:49pm, a motion was made by Commissioner Wick, and seconded by Commissioner Lentz to convene into closed session for the discussion of performance of a specific employee of the Park District. **The motion was passed with a roll call vote of 5:0.**

At 10:02pm, a motion was made by Commissioner Lentz, and seconded by Commissioner Wick to adjourn the Closed Session and to resume the Regular Board Meeting. **The motion was passed by a voice vote of 5:0.**

**XI. ADJOURMENT**

At 10:03pm, the Regular Board Meeting was adjourned. **The motion was passed by a voice vote of 5:0.**



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



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

\_\_\_\_\_  
March 16, 2023

**Date**

\_\_\_\_\_  
March 16, 2023

**Date**