



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

Thursday, March 2, 2023

Minutes

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

**I. ROLL CALL**

**Present:** Commissioners Lentz (arrived at 7:33pm), Wick, Wollmuth, Worley-Hood, and President Porreca.

**Park District Staff Present:** Jan Arnold, Executive Director; Mitch Bowlin, Director of Finance; Chris Lindgren, Superintendent of Parks & Planning; Patti Staley, Director of Horticulture & Conservatory Operations; and Edith Wood, Executive Assistant.

**Others Present:** Mike Warren and Tawa Mitchell (Parks Foundation), Cathi Knickrehm (ESAC), and Sue Boyer (FOPCON)

**II. PUBLIC COMMENTS** – None

**III. ADMINISTRATION AND FINANCE COMMITTEE**

- A. Parks Foundation Annual Update** – Mike Warren and Tawa Mitchell provided the Board with an update from the Parks Foundation. The Parks Foundation donated \$10,000 to the Park District to provide financial assistance and scholarships for families to enroll in Park District programs. The Parks Foundation has also donated \$1million towards the construction of the CRC. The Parks Foundation has also done various presentations on the CRC throughout the year. As of this time, the Parks Foundation has helped raise 97% of the capital campaign towards the CRC and are continuing to work to reach the final goal. Parks Foundation current main focus is to look into adding people in their board with a focus on marketing and social media. The Board was thankful for all of the work the Park Foundation has provided and provided praise for their board and their talents. **No action is needed by the Board on this item.**
- B. IPRIME Resolution for New Trustee (Mitch Bowlin)** – Mitch Bowlin is looking to serve as a Trustee of the Illinois Public Reserves Investment Management Trust (IPRIME). The Board noted that this is a great idea and provided their congratulations to Mitch for joining. **This item will be brought before the Board on the consent agenda at the March Regular Board Meeting.**
- C. 218 Elevator Replacement Contract Update** – Chris Lindgren and Executive Director Arnold noted that the elevator at 218 Madison is not suited for commercial usage. As such, staff went out to bid on February 15<sup>th</sup> for updates on the elevator. Staff are waiting for bids to be received and staff will provide a recommendation for the Board's review and consideration at the March Regular

Board meeting. **This item will be brought before the Board on the regular agenda at the March Regular Board Meeting.**

#### **IV. PARKS AND PLANNING COMMITTEE**

- A. Environmental Sustainability Advisory Committee (ESAC) Update** – Cathi Knickrehm provided the Board with an update from the ESAC. Cathi noted that ESAC meeting have been held both in-person and online. ESAC is planning to return to in-person meetings in April. During the past year, ESAC lost one member in December and a new member joined in June. ESAC currently has a total of seven members with one spot available. Participated in the continued review of EQ Biosolids data. Provided input and reviewed information for the VOP Climate Action Plan. Reviewed the PDOP IPM Policy. ESAC continues to provide first-hand observations of current conditions and uses of the parks. This included the recommendation to phase out gas-powered tools. Recommended to add benches near Carroll bioswales. Recommended to provide more education around native plants. ESAC also coordinated a Zero Waste Task Force for the Summer Concerts in the Park. Activities that the ESAC is planning include having a discussion with PDOP regarding the role of the ESAC and looking for ways in which ESAC members can feel that they can make a significant contribution. Looking to focus on native plantings and continue to monitor natural plantings and trees. The Board appreciated the information that was provided by Cathi and continue to look forward to hearing more from them. **No action is needed by the Board on this item.**
- B. Friends of Oak Park Conservatory (FOPCON) Update** – Sue Boyer provided the Board with an update from FOPCON. FOPCON is looking to send the annual report late in March. Sue wanted to acknowledge staff and the 158 active volunteers that they have and the 4,000 hours that they have put in their work. A lot of the work could not have been done without the support of their volunteers. FOPCON did lose a lot of people due to the pandemic however, they are still working on it. FOPCON is also looking to revisit their strategic plan. Fundraisers including the plant sales have been a great success. FOPCON has been part of various events and programs including KidsFest and Discovery Garden Exploration Time. They have also worked with OPRF's garden club and conducted some school tour programs. Sue would like for everyone to come and visit the Conservatory. The Board was impressed on the community engagement FOPCON has received. **No action is needed by the Board on this item.**
- C. Annual Oak Park Conservatory Operations Report** – Patti Staley provided the Board with an update on the Oak Park Conservatory Operations. 2022 was a good year with the public as numbers have increased. Specials events have almost sold out and rentals have been great. Top 3 items noted include the capital projects with the north wall of the Conservatory; the increase number of daily visitors and events; and staff have been great at the Conservatory in which two new supervisors have come in to the team and have brought many great ideas. Staff are looking to have more internal meetings and looking forward to taking the time to take on special projects for the spring which includes landscaping and natural areas projects. Staff have also been working along with the Parks and Planning crew on taking care of the trees including pruning the trees for the colder seasons. Staff are looking to plan for CIP projects for the future and are looking forward to more ways to be sustainable. The Board appreciated all the information that Patti presented to the Board. **No action is needed by the Board on this item.**

**D. IPRA Environmental Report Card** – Patti Staley provided the Board with an update on the IPRA Environmental Report Card. The Report Card helps park districts assess their environmental impact and stewardship. This practice has been done every two years and staff have had another great year. Items that were great to see include the change of fleet to hybrid/electric. The Board was happy to see the high rating that staff received. **No action is needed by the Board on this item.**

**E. IPM Policy Update** – Patti Staley provided the Board with an update on the IPM Policy. The IPM Policy includes taking a look at the conditions of plants and how they are doing and what needs to be done for their care. This included ways to groom baseball fields to get rid of weeds. Doing soil compaction for drainage to keep the soil healthy and to avoid weeds. Seeding grass six times a year. Thinking of ways to provide biological control and aeration control. Plant materials have also been grown in-house to have control over the means and methods that the plants are grown. Mild insecticide has been used at the conservatory to avoid pests. Staff have also been looking for ways in which less chemicals can be used for pests. Mulching is also done to keep the weed control down. The Board was pleased to hear on the processes that staff have done. **No action is needed by the Board on this item.**

**V. RECREATION AND FACILITY PROGRAM COMMITTEE** – None

**VI. NEW BUSINESS**

**A. Authorization to Purchase Barrie Park Equipment Update** – Chris Lindgren and Executive Director Arnold noted that staff are looking to purchase the Barrie Park Equipment ahead of time after looking at the lead times in order to get the equipment in time for the completion of the project in Fall 2023. In addition, purchasing the equipment earlier would also result in a financial savings to the project. Staff will be bringing a recommendation for the Board's consideration and approval at the March Regular Board meeting. **This item will be brought before the Board on the regular agenda at the March Regular Board Meeting.**

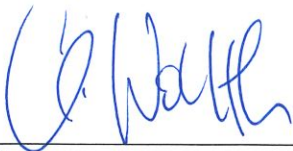
**VII. CLOSED SESSION**

At 8:39pm, a motion was made by Commissioner Lentz, and seconded by Commissioner Wick to convene into closed session for the discussion of performance of a specific employee of the Park District. **The motion was passed by a voice vote of 5:0.**

At 9:12pm, a motion was made by Commissioner Lentz, and seconded by Commissioner Wick to adjourn the Closed Session and to resume the Committee of the Whole Meeting. **The motion was passed by a voice vote of 5:0.**

**VIII. ADJOURMENT**

At 9:13pm, the Committee of the Whole meeting was adjourned. **The motion was passed by a voice vote of 5:0.**



Secretary  
Board of Park Commissioners



President  
Board of Park Commissioners

April 20, 2023

**Date**

April 20, 2023

**Date**