



PARK DISTRICT of OAK PARK

PARK DISTRICT OF OAK PARK
Committee of the Whole Meeting
John Hedges Administrative Center
218 Madison Street
Oak Park, Illinois 60302

Thursday, April 6, 2023

Minutes

The meeting was called to order at 8:33pm.

I. ROLL CALL

Present: Commissioners Lentz, 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; Bill Hamilton, Superintendent of Special Facilities & Customer Service; Maureen McCarthy, Superintendent of Recreation; and Edith Wood, Executive Assistant.

Others Present: Caitlyn Culbertson, Elrod Friedman (Park District Attorney)

II. PUBLIC COMMENT – None

III. ADMINISTRATION AND FINANCE COMMITTEE

- A. Beverage and Snack Vending Services Agreement – Executive Director Arnold and Bill Hamilton noted that the Park District went out to bid on March 30th for Beverage and Snack Vending Services for RCRC, GRC, Rehm and Ridgeland Common Pools. Four bids were received in which Yami Fresh of Morton Grove was best positioned to provide the quality of service and best fit for the Park District. Yami Fresh was also reviewed and graded by staff which scored the highest. In addition, Yami Fresh did offer the highest commission for the sales of drinks and snacks based on gross revenue. Yami Fresh has been in business for 16 years and is a Women-Owned business. **This item will be brought before the Board on the regular agenda at the April Regular Board Meeting.**

- B. Barrie Park Playground Construction Contract – Executive Director Arnold and Chris Lindgren noted that a master plan was created for Barrie Park in 2015, which includes future upgrades to the playground, sled hill, and the addition of a natural play area. In June of 2022, the Board approved a contract with Terra Engineering Ltd. to provide both the landscape architectural services and civil engineering services. Drawings and specifications along with the bid packet were completed, and the project went out to bid on March 24th. An on-site pre-bid meeting was held on April 6th and bids are due on April 14th. Staff will be bringing a recommendation for contract for the Board's review and consideration. **This item will be brought before the Board on the regular agenda at the April Regular Board Meeting.**

C. VOP IGA and Easement Agreement – Executive Director Arnold and Chris Lindgren noted that during the construction and planning process for the CRC, a number of things have been placed in the public right of way thus needing easements and an IGA. The IGA states that we will maintain the portion of the alley that we own similar to how the VOP maintains all other alleys in town. Secondly, since the Park District chose to install a bioswale in line with our environmental stewardship in the VOP’s right of way to help manage stormwater, we will have to maintain that space similar to our other bioswales in the public right of way. Next, we installed a conduit from the solar canopy in the west lot, under Highland Avenue, to the CRC, as well as a conduit from 218 Madison to the CRC, crossing Madison Street with our connected fiber internet. Lastly, the entry canopy at the CRC, driveway exit gate at Harvey Avenue, sewer and water connections in the right-of-way are all included in the agreement. Park District legal counsel has reviewed and approved the IGA and Easement Agreement. **This item will be brought before the Board on the regular agenda at the April Regular Board Meeting.**

IV. Parks and Planning Committee – None

V. Recreation and Facility Program Committee – None

VI. New Business

D. Authorization to Purchase Barrie Park Playground Surfacing Materials – Executive Director Arnold and Chris Lindgren noted that a master plan was created for Barrie Park in 2015, which includes future upgrades to the playground, sled hill, and the addition of a natural play area. After looking into the lead times of our critical items, staff determined that ordering the playground surfacing ahead of bidding was needed in order to get the equipment in time to complete the project in the Fall of 2023. Specifically, the custom-made mounds and ramps are currently tracking longer lead times. Purchasing this equipment would result in a financial savings to the project. ForeverLawn Chicago is on the competitively bid contract through Sourcewell for playground surfacing which provides a 10% discount on the manufacturer’s retail pricing. Staff will be bringing a recommendation for purchasing the playground surfacing for the Board’s review and consideration. **This item will be brought before the Board on the regular agenda at the April Regular Board Meeting.**

VII. Closed Session – None

VIII. Adjournment

At 8:33pm, 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

May 18, 2023
Date

May 18, 2023
Date