



**PARK DISTRICT OF OAK PARK
Regular Park Board Meeting
Hedges Administrative Center
218 Madison Street, Oak Park, Illinois 60302**

Thursday, July 20, 2023

Minutes

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

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; Kayla Lindgren, Program & Operations Manager; and Edith Wood, Executive Assistant.

Others Present: Lyra Arventis, Yasmin Whitfield, and their families and friends.

II. APPROVAL OF AGENDA

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

III. RECOGNITION OF LYRA ARVENTIS AND YASMIN WHITFIELD

President Porreca presented Lyra Arventis with a Certificate of Appreciation for receiving the Ellis & Associates Golden Guard Award, and a Certificate of Appreciation was presented to Yasmin Whitfield for being recognized by Ellis & Associates as an Outstanding Responder at this year's audit that occurred on June 23, 2023. Board and staff congratulated Lyra and Yasmin for their awards.

VISITOR/PUBLIC COMMENT – None

IV. CONSENT AGENDA

A motion was made by Commissioner Wick and seconded by Commissioner Lentz to approve the Cash and Investment Summary and Warrants and Bills for the month of June 2023; approval of the Minutes from the Continued Regular Board Meeting from May 18, 2023, Committee of the Whole Meeting from June 1, 2023, Regular Board Meeting from June 15, 2023, Board Retreat from June 20, 2023, Closed Session from June 20, 2023; and approval of Disposal Ordinance 2023-07-14. **The motion was passed by a roll call vote of 5:0.**

V. STAFF REPORTS

A. Executive Director's Report – In addition to the Executive Director Report (which is included in the Board Packet), Executive Director Arnold noted that this year has been a great summer for camp programs. Kayla Lindgren will be leaving on maternity leave soon. A reminder was given of Movies in the Park to be shown on Saturday. The Stevenson Park playground improvements are ongoing and are going well. Staff have signed the contract today with aQuity



PARK DISTRICT of OAK PARK

to start the process for the community survey that will start at the end of September/early October. Memberships for the CRC continue to be on track. A tour of the CRC with PlanItGreen was held as well as an educational session in which Commissioner Lentz and Chris Lindgren also participated. Executive Director Arnold will also be out of the country for the next two weeks.

B. Updates and Information – Written report included in the Board Packet.

C. Revenue/Expense Status Reports – No questions asked.

VI. OLD BUSINESS

A. Administration and Finance Committee

1. 2023 Performance Measure 2nd Quarter Review – Executive Director Arnold and Mitch Bowlin provided the Board with an overview of the 2nd Quarter 2023 Performance Measure. Fund balances continue to be at a healthy pace by being at or above policy numbers. This is due to COVID expenses being reduced from 2020-2022, a disruption in the tax distributions from Cook County, and the change from four to two registration cycles. Staff have also seen a drop in volunteer hours in 2020 and again in 2021 with a small rebound in 2022 however, these numbers are nowhere near pre-COVID numbers. The biggest driver for volunteer hours is the Conservatory. Overall, percentage revenue has rebounded since 2020 in which the non-tax revenue has remained consistent at or near 50% of total revenue. The Board had a discussion on the information provided and what are ways in which staff would be able to get a closer look at openings to add more programming and which programs are most popular.

B. Parks and Planning Committee

1. Capital Improvement Plan (CIP) for 2024-2028 – Executive Director Arnold and Mitch Bowlin reminded the Board that the items that the 2024-2028 CIP focuses on includes improvements at various facilities, the improvements of the diving well as Rehm, the completion of the new five year Strategic Master Plan, and turf replacements at the middle schools (in which 50% will be covered by the Park District and the remaining 50% will be covered by D97). The Board had additional questions on the CIP for clarification. A motion was made by Commissioner Worley-Hood and seconded by Commissioner Wick to approve the 2024-2028 Capital Improvement Plan. **The motion was passed by a roll call vote of 5:0.**

C. Recreation and Facility Program Committee – None

VII. NEW BUSINESS – None

VIII. COMMISSIONER'S COMMENTS

Commissioner Wollmuth: Commissioner Wollmuth gave his props to staff for the CIP presentation.

Commissioner Worley-Hood: Commissioner Worley-Hood noted that it was great to see the presentation of appreciation to Lyra and Yasmin earlier in the meeting. He stated that he has also received an email from a neighbor who had a birthday party at the pools and the kids were



PARK DISTRICT
of OAK PARK

mimicking the Park District lifeguards. The lifeguards are a great personification to the Park District.

Commissioner Wick: Commissioner Wick attended the Festival Theater meeting on Monday and everything is going well in preparation for Midsummer's Night Dream. Festival Theater members noted that they have had issues with the weather and not being able to predict how the days will be. Commissioner Wick was wondering if there is any way to have a lightning system for Festival Theater staff to be better prepared.

Commissioner Lentz: Commissioner Lentz attended the PlanItGreen meeting at the CRC. Noted that most people have not seen the CRC and they were delighted. Commissioner Lentz's granddaughter also visited the CRC and had a lot of fun with the punching bag.

President Porreca: President Porreca also enjoyed the presentation of appreciation presented earlier in the meeting. In addition, President Porreca noted that Executive Director Arnold was nominated for the American Academy for Parks and Recreation Administration which has a limited membership and this is a great recognition and an amazing accomplishment.

IX. CLOSED SESSION

At 8:17pm, 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 8:42pm, a motion was made by Commissioner Wick, and seconded by Commissioner Lentz 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.**

X. ADJOURNMENT

At 8:43pm, the Regular Board Meeting was adjourned. **The motion was passed by a voice vote of 5:0.**



Secretary
Board of Park Commissioners

August 17, 2023

Date



President
Board of Park Commissioners

August 17, 2023

Date