



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, October 3, 2024, 7:30pm

AGENDA

I. Call to Order/Roll Call

II. Public Comment

Each person is limited to three minutes. The Board sets a limit of 30 minutes for public comments.

III. Administration and Finance Committee – Commissioner Wick

- A. 2025 Committee & Board Meeting Calendar*
- B. Park District Citizen Committee Approval – Denny Burke*
- C. Park District Citizen Committee Approval – Janet Coffey*

IV. Parks and Planning Committee – Commissioner Worley-Hood

- A. 947 Ridgeland Solar Project Bid*

V. Recreation and Facility Program Committee – Commissioner Lentz

VI. New Business

VII. Closed Session

VIII. Adjournment

* Indicates information attached.

** Indicates information to be provided before or at the meeting.

Update/Presentation indicates verbal report provided at meeting no materials attached.

The Park District of Oak Park welcomes the opportunity to assist residents and visitors with disabilities. If you need special accommodations for this meeting, please call (708) 725-2017 or via email at Edith.Wood@pdop.org.

In partnership with the community, we enrich lives by providing meaningful experiences through programs, parks, and facilities.



2025 Committee & Board Meeting Calendar

Park District of Oak Park

218 Madison Street ▪ Oak Park, Illinois 60302 ▪ ph: (708) 725-2000 ▪ fx: (708) 383-5702 ▪ www.pdop.org



Committee of the Whole Meeting - First Thursday of the month (unless noted) Hedges Administrative Center, 218 Madison 7:30PM (unless noted)

Regular Park Board Meeting - Third Thursday of the month (unless noted) Hedges Administrative Center, 218 Madison 7:30PM (unless noted)

- COW Meeting
- Board Meeting
- Budget Meeting / Hearings
- Release / Publication Date
- Annual Meeting

January calendar grid with meeting dates highlighted: 16, 23, 24, 25, 30

February calendar grid with meeting dates highlighted: 6, 20

March calendar grid with meeting dates highlighted: 6, 13

April calendar grid with meeting dates highlighted: 3, 17

May calendar grid with meeting dates highlighted: 1, 15

June calendar grid with meeting dates highlighted: 5, 17, 19

July calendar grid with meeting date highlighted: 24

August calendar grid with meeting date highlighted: 21

September calendar grid with meeting dates highlighted: 4, 11, 16, 17, 18

October calendar grid with meeting dates highlighted: 2, 9, 10, 16, 23, 30

November calendar grid with meeting dates highlighted: 6, 20

December calendar grid with meeting dates highlighted: 4, 11, 18

JANUARY
16 - COW Meeting
23-25 - IPRA Conference
30 - Board Meeting

FEBRUARY
6 - COW Meeting
20 - Board Meeting

MARCH
6 - COW Meeting
13 - Board Meeting

APRIL
3 - COW Meeting
8 - Park District Birthday
17 - Board Meeting

MAY
1 - Annual / COW Meetings
15 - Board Meeting

MAY
5 - COW Meeting
17 - Board Retreat
19 - Board Meeting

JULY
No COW Meeting
24 - Board Meeting

AUGUST
No COW Meeting
21 - Board Meeting

SEPTEMBER
4 - COW Meeting
11 - Board Meeting
16-18 - NRPA Conference

OCTOBER
2 - COW/Budget Session #1 Meetings
9 - Budget Session #2 Meeting
10 - Release of draft budget to the public (30 days)
16 - Board Meeting
30 - Publish Notice of Hearing

NOVEMBER
6 - COW Meeting / Truth in Taxation Act Hearing
20 - Board Meeting / Budget Hearing

DECEMBER
4 - COW Meeting
18 - Regular Meeting



Park District Citizen Committee Approval – Denny Burke

Memo

To: David Wick, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Jan Arnold, Executive Director

Date: September 25, 2024

Re: Park District Citizen Committee Application – Denny Burke



Statement

The Park District Citizen Committee (PDCC) was established in Fall 2003, to oversee the development of the Comprehensive Master Plan. Since the plan's completion, the responsibility of the PDCC has been to oversee the implementation of the Comprehensive Master Plan and the development and ongoing review of the park site plans, as well as to provide a valuable communication channel between the Park District and the citizens of Oak Park. The Mission and Guiding Principles of the Park District Citizen Committee state the committee should include 13 members.

Discussion

There are currently only 9 members on the committee. Denny Burke has expressed interest in joining the Park District Citizen Committee. Denny lives near Field Park and is an active user of the parks along with their two children. They also have knowledge in environment and energy efficient designs. Denny is also currently involved with AYSO as a coach. Denny attended the September PDCC meeting and expressed their desire to join the committee.

Recommendation

Staff recommends that the Park Board approve the appointment of Denny Burke as a member of the Park District Citizen Committee to serve a three-year term.

Attachment: PDCC Application



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218 Madison Street • Oak Park, IL 60302 • (708) 725-2000 (info) • (708) 725-2301 (fax) • www.pdop.org

In partnership with the community, we enrich lives by providing meaningful experiences through programs, parks and facilities.

Committee Interest Application

Thank you for your willingness to serve your community on one of our volunteer citizen's committees. The following information will assist the Park District in determining the best position for you to utilize your experience, abilities and interests.

INSTRUCTIONS: Please complete and submit this application for review to the location listed above.

Committee you are interested in joining: (please check all that apply)

- Park District Citizen Committee (PDCC)
- Greening Advisory Committee (GAC)
- Senior Advisory Committee (SAC)
- Art Advisory Committee (AAC)

APPLICANT INFORMATION Please note, Oak Park residency is required to apply.

Applicant Name Denny Burke

Address 835 N Marion St

City Oak Park State IL Zip 60302

Email Address dennis.p.burke@gmail.com

Daytime Phone 630.570.1739 Evening Phone 630.570.1739

Age of Applicant: Up to 29 years 30- 54 years 55 years & up

What park and public space are closest to your residence? Field Park

AVAILABILITY

Please indicate your availability on a regular basis: **CHOOSE ONE:** Daytime Evening Anytime (as needed)

CHOOSE ONE: Weekly Semi-monthly Monthly Intermittently

EDUCATIONAL DATA

Degrees (if any) Master of Architecture

Other Educational Experience Registered Architect and Passive House Consultant

COMMUNITY ACTIVITIES, PROFESSIONAL ORGANIZATIONS OR OTHER INTERESTS

Please list any activities you are currently involved with: AYSO coach

Please indicate how you can best be of service to the Park District of Oak Park: An active user of the parks along with my (2) young children gives insight into that age group. Similarly I bring an understanding of the built environment and energy efficient design.

Applicant's Signature:  Date 09.24.2024

You are welcome to attach additional information in a resume or write on the back of this form.



Park District Citizen Committee Approval – Janet Coffey

Memo

To: David Wick, Chair, Administration and Finance Committee
Board of Park Commissioners

From: Jan Arnold, Executive Director

Date: September 25, 2024

Re: Park District Citizen Committee Application – Janet Coffey



Statement

The Park District Citizen Committee (PDCC) was established in Fall 2003, to oversee the development of the Comprehensive Master Plan. Since the plan's completion, the responsibility of the PDCC has been to oversee the implementation of the Comprehensive Master Plan and the development and ongoing review of the park site plans, as well as to provide a valuable communication channel between the Park District and the citizens of Oak Park. The Mission and Guiding Principles of the Park District Citizen Committee state the committee should include 13 members.

Discussion

There are currently only 9 members on the committee. Janet Coffey has expressed interest in joining the Park District Citizen Committee. Janet lives near Ridgeland Commons and Taylor Park. They are also an avid pickleball player and a former Athletic Advisory Committee Chair for St. Giles School. Janet attended the September PDCC meeting and expressed their desire to join the committee.

Recommendation

Staff recommends that the Park Board approve the appointment of Janet Coffey as a member of the Park District Citizen Committee to serve a three-year term.

Attachment: PDCC Application



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- Park District Citizen Committee (PDCC)
- Greening Advisory Committee (GAC)
- Senior Advisory Committee (SAC)
- Art Advisory Committee (AAC)

APPLICANT INFORMATION Please note, Oak Park residency is required to apply.

Applicant Name Janet Coffey

Address 431 N. Elmwood Ave.

City Oak Park State IL Zip 60302

Email Address jbc Coffey88@gmail.com

Daytime Phone 708/520-4645 Evening Phone _____

Age of Applicant: up to 29 years 30- 54 years 55 years & up

What park and public space are closest to your residence? Ridgeland Linnear / Taylor Park

AVAILABILITY

Please indicate your availability on a regular basis:

CHOOSE ONE: Daytime Evening Anytime (as needed)

CHOOSE ONE: Weekly Semi-monthly Monthly Intermittently

EDUCATIONAL DATA

Degrees (if any) MA - Public Communication / B.A. American Studies

Other Educational Experience _____

COMMUNITY ACTIVITIES, PROFESSIONAL ORGANIZATIONS OR OTHER INTERESTS

Please list any activities you are currently involved with: And preschool player, former Athletic Adv. Committee chair of St. Giles School.

Please indicate how you can best be of service to the Park District of Oak Park: Karen McMillan asked me to fill in as a preschool advocate within the community.

Applicant's Signature: Janet B. Coffey Date 8/26/24

You are welcome to attach additional information in a resume or write on the back of this form.



947 Ridgeland Solar Project Bid

Park District of Oak Park

218 Madison Street ▪ Oak Park, Illinois 60302 ▪ ph: (708) 725-2000 ▪ fx: (708) 383-5702 ▪ www.pdop.org

Memo

To: Jake Worley-Hood, Chair, Parks & Planning Committee
Board of Park Commissioners

From: Chris Lindgren, Deputy Director of Properties & Planning

Date: September 27, 2024

Re: 947 Ridgeland Solar Project Bid



Statement

The Park District purchased the property at 947 South Ridgeland in 2014 to provide space needed for the landscaping and athletic field team. Upon bringing this work in-house, losing a shared storage space with the Village of Oak Park this was a need for operations. The site contains a building and outdoor storage space.

Discussion

Staff identified the roof in poor condition and in need of replacement. Some minor repairs have been done over the years, but the multiple leaks and damage to the roof and substructure have gotten to the point of a much needed full replacement with some repairs to the roof structure. The roof was finished on September 20, 2024, with some minor tuckpointing needed in preparation of solar. The CIP also included the work for the solar array on the new roof to offset a large portion of the electric usage at the site, especially with the addition of our electric landscaping operations we have expanded over the years.

The project went out to bid on September 27, 2024, and a pre-bid meeting is set for October 8, 2024. The bid opening will be held on October 15, 2024, at 2:00 pm. The 2024-2028 Capital Improvement Plan (CIP) has \$190,000 for the project including funding for solar and minor tuckpointing. This project falls within the funds in the CIP with \$50,000 remaining for this work.

Recommendation

Staff will bring a recommendation to the Park Board of Commissioners for their consideration and approval at the October 17, 2024, Regular Board Meeting.