



Park District of Oak Park  
Regular Board Meeting  
Held as Zoom Meeting

Thursday, February 17, 2022

Minutes

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

**I. ROLL CALL**

**Present:** Commissioners Lentz, Wick, Wollmuth, Worley-Hood were present. President Porreca was absent.

**Park District Staff Present:** Jan Arnold, Executive Director, attended in person and Chris Lindgren, Superintendent of Parks and Planning; Mitch Bowlin, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Bill Hamilton, Superintendent of Special Facilities; Keith Kerrigan, Program and Operations Supervisor – GRC; Chad Druke, Program Manager; Joe Lilly, Program Manager; Kayla Fauria, Aquatic & Rink Program Manager; and Karen Gruszka, Executive Assistant, attended virtually.

**Others Present:** None.

**II. APPROVAL OF AGENDA**

No changes to the Agenda. **The motion was passed by a roll call vote 4:0.**

**V. CONSENT AGENDA**

A motion was made by Commissioner Wick and seconded by Commissioner Wollmuth to approve the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of January, 2022; approve minutes from the Committee of the Whole Meeting January 13, 2022, the Regular Board Meeting January 20, 2022; and approve the ESAC Application – Debra McQueen. **The motion passed with a roll call vote of 4:0.**

**VI. STAFF REPORTS**

**A. Director’s Report**

Jan Arnold, Executive Director, informed the Board that the ice rinks have been busy this year but are currently out of commission due to the earlier in the week; the sled hills have had heavy use this year and are definitely going to be used this evening! The new sled library at Taylor is doing well, having good use and has a number of donated sleds in it. The Annual Report which usually is at sitting at their places for this meeting, was sent to them with their packet; and she hopes the Board can agree that 2021 continued to be a trying year with Covid19 but the Park District teams still delivered some exciting programs to the community.

**B. Division Managers’ Reports (Updates & Information) – Written Report Included in Board Packet.**

**C. Revenue/Expense Status Report – No questions asked.**

**VII. OLD BUSINESS**

**A. Recreation and Facility Program Committee**

**1. Apparel Bid Contract Approval**

**Commissioner Wollmuth moved and Commissioner Lentz seconded that the Park Board of Commissioners approve and authorize the Executive Director to sign a contract with Will Enterprises, Milwaukee, WI, for screen printed apparel for a one-year agreement beginning**

**February 2022, through January 2023, with the option to renew two additional years depending on service quality provided.** The Executive Director reminded the Board the District had awarded an apparel contract in 2021, but that the vendor did not prove to be reliable so staff went out to bid on January 20, with eight bids being opened on February 2. Numbers were checked by Maureen and Mitch with Will Enterprises being the low apparent bidder. Staff are requesting a one-year contract with the ability to extend the contract by two years if they meet the quality of service as established. **The motion passed by a roll call vote 5:0**

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

**C. Administration and Finance Committee**

**2. Banking Services**

**Commissioner Wick moved and Commissioner Wollmuth seconded that the Park Board of Commissioners approve the banking services agreement with Byline Bank for three years with an additional three-year option.** The Executive Director reminded the Board of the COW Meeting discussion of how Byline Bank had purchased the Community Bank of Oak Park in 2019, and the District had just rolled over its banking needs at that time to Byline Bank. In an effort to remain transparent and good stewards, the Park District went out for an RFP for banking services in December, 2021. Four banks responded with the requirements of having one physical location in Oak Park and the ability to do remote deposits, etc., and after staff evaluated the proposals, Byline Bank offered the best services at the lowest price. Staff were looking for the Board to approve a three year contract with the opportunity for an additional three year option. The Board agreed it showed good practices to go out and confirm costs and services for a long standing vendor. **The motion passed by a roll call vote 5:0**

**VIII. NEW BUSINESS**

**1. Annual Special Facilities Report**

Bill Hamilton, Superintendent of Special Facilities, stated this was the 2<sup>nd</sup> year operating under Covid and they continued to adapt services for the community while meeting the mitigation standards. In January 2021, 1:1 lessons were held in the rinks and gymnastics areas, and as mitigations slowly opened up, in-person programming was able to be held with reduced capacity and eventually expanding. Pools were fully able to open up this summer allowing the department to service 85% of attendees as they had in the past. Also in the first quarter of 2021, Customer Service moved over to Special Facilities and are now almost completely staffed again with registration taking place at both RCRC and the GRC. The Board was informed of accomplishments in the rink and aquatics area from Kayla Lindgren, Program Manager – Aquatics and Rink, including the Ellis award with the PDOP achieving Platinum which puts them in the top 10% worldwide, pool passes, admissions, hiring, camps, skating, hockey, lessons, clinics, ice rentals, and the upcoming Ice Show in 2022. Keith Kerrigan, GRC – Program & Operations Supervisor, informed the Board the GRC celebrated its 8<sup>th</sup> anniversary on October 5, that 438 1:1 sessions were held in the winter and 27 1:1 sessions were held during the spring due to demand. He expanded on information in the report regarding pre-school gymnastics, pre-school playtime, open gyms, holiday break camps, birthday parties, recreational and adult gymnastics, and the competitive teams. The Boy's competitive team unfortunately had to discontinue in October, due to not having a coach. The facility/pool improvements consisted of the drain replacement and the slides being refinished. The Board discussed the hockey numbers with the 1:1 lessons, the upcoming four performances of the ice show for the first time since 2019, the GRC birthday rentals, and commended the staff for their flexibility as the rules continually changed in 2021, and the very comprehensive report and presentation. **No action is needed by the Board on this item.**

**2. Annual Recreation Department Report**

Maureen McCarthy, Superintendent of Recreation, introduced the 2021 Comprehensive Program Participation Report stating the Recreation Department had a lot of the same challenges that the Special Facilities reported on with staffing shortages and continual changes to the Covid mitigations. Chad Drufke, Program Manager, reviewed programs in fitness, wellness, and martial arts taking place in multi-platforms including virtually, in-person, as well as outside when/where we could. Performing arts continues to grow with dance recitals outdoors and indoors and the season ending with the Nutcracker held at Fenwick. Musical theatre was

introduced this year with a production of the Little Mermaid held at Scoville Park. The FLW races were held virtually again this year with 500+ participants. Youth sports were disrupted by D97 closures but rebounded with specialized trainings offered and new partnerships being formed. Adult sports also was affected by D97 closures but did well with the outdoor sports and with the addition of some new adult partnerships and programs. Joe Lilly, Program Manager, informed the Board of the District's fine arts programs including: very successful one-day art workshops, the active adult memberships are at an all-time high, teen programs, the E-sports program, camps, and of the CIT program being able to be brought back. The Early Childhood Program Supervisor position is still looking to be filled but the pre-schools have been running and everyone has been very pleased with the new space at Carroll Center including holding the new Spanish preschool there. Due to Covid, there was no indoor playground in 2021. Nature programs will be coming in 2022. The E-learning the District provided was held in many variations to align with the school closings. Maureen finished the report by updating the Board on the PACT groups and hours. The Board discussed sports sponsors and the ability of sponsorships for sports, the socialness of group fitness, and then thanked the Recreation Department and said they were amazed by all the programs we were able to provide. **No action is needed by the Board on this item.**

### 3. **Cheney Mansion Annual Operations Report**

Susan Crane, Historic Homes and Special Event Manager, reminded the Board that 2021 was the full first year for the combined historic properties programming of both Cheney Mansion and Pleasant Home. The Pleasant Home Foundation continues to operate free tours, private tours, and fundraising events, and the Park District will continue to collaborate with the Foundation on the use of the space and events. Lots of improvements have been taking place including the additions of geothermal and the kitchen at Pleasant Home. Weddings came back strong in 2021, especially when mitigations opened as well as showers, parties, and memorials. Two film shoots took place at both homes this summer. Oak Park Festival Theater held Edgar Allen Poe at Pleasant Home and all but one show was sold out. Recreation programs and events returned back to pre-covid numbers and continue to fill up. Strong partnerships with businesses such as the OPRF Symphony, WSSRA camp, and strong holiday events at both homes helped with the budget. Susan was able to promote a part-time staff member to a full-time member which helped a lot with all of the programming and events. A number of rentals ended up postponing when the vaccination mandate came down, but with the purchase of the 30 x 30 seasonal tent for Cheney's patio, the ability to book weddings earlier and for those smaller rentals, none were lost. Movies and concerts in the park were able to take place this past summer as well as the very successful Fall Fest which everybody enjoyed. The Board stated they were so happy to see the successes of the historic homes and the turnaround that they have made. They also are looking forward to the air conditioning at Pleasant Home and all the new opportunities it will enable. **No action is needed by the Board on this item.**

## **VII. NEW BUSINESS – None**

## **VIII. COMMISSIONERS' COMMENTS**

- **Commissioner Wollmuth** – Thanked all the staff for their very informative reports. He attended AYSO, OPYB/S, and Parks Foundation meetings this month; all the meetings were very positive and enthusiastic. AYSO was in-person and he said it was great to see everyone and they are really ramping up after some quiet years as is OPYB/S, and the Parks Foundation had some really great brainstorming ideas for fundraising for the CRC. He also asked the Board members to think about hosting private fundraising events for the CRC as the added personal touch could be very beneficial.
- **Commissioner Worley-Hood** – Attended an OPRF Facilities Meeting where they rolled out their CIP and he was pleased to see our format and that it's great we are able to step up in a leadership roll in the community and that it is appreciated by the other entities. He also signed his daughter up for OPYB/S and noticed their donation to their capital fund button when signing up and he was thrilled to see that option shown to all who sign up. He also was looking forward to the new Village Manager starting at the VOP.
- **Commissioner Lentz** – Has been driving by the new playground at Rehm Park and stated it was great to still see it being used even while it is cold and wet out. She had volunteered with Seven Generations Ahead for the government discussion on the activities and projects going on in our community and

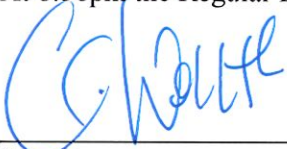
surrounding communities. She also said the IGOV columns have begun and are scheduled on the 2<sup>nd</sup> week of each month with the next one by Chris Lindgren. She also mentioned that WSSRA is busy and moving forward and Festival Theater has been busy rebuilding and replacing from the fire.

- **Commissioner Wick** – IGOV held their meeting this past Saturday and they have postponed their in-person meetings for sometime late summer. The Government 101 Community Forum will be held on the second Saturday in May to discuss different aspects of government. And he is looking forward to the new ultimate Frisbee program and recommends each Board member try a new program.
- **Commissioner Porreca** – Absent.

**IX. CLOSED SESSION - None**

**X. CONTINUE MEETING TO MARCH 4, 2021**

At 8:56pm the Regular Board meeting was adjourned. **The motion passed with a roll call vote 5:0.**



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

March 17, 2022

Date



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

March 17, 2022

Date