

**OAK FOREST PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF A REGULAR MEETING
THURSDAY DECEMBER 7, 2023**

COMMISSIONERS PRESENT

James Emmett, President
Charles Wolf, Vice-President
Roy Pruitt, Commissioner
Joseph Pilch, Commissioner

OTHERS PRESENT

Joseph Cainkar; Attorney
Cindy Grannan, Director

ABSENT

James Katula, Secretary

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Commissioner Emmett called the regular meeting to order at the Oak Forest Park District Community Center, 15601 S. Central, Oak Forest, IL at 7:00 p.m.

ROLL CALL

Upon a roll call Commissioners Emmett, Wolf, Pruitt and Pilch were present.

**APPROVAL OF THE MINUTES OF NOVEMBER 2 AND NOVEMBER 16, 2023
BOARD MEETINGS**

Commissioner Pruitt made a motion to approve the minutes of November 2 & November 16, 2023 Board Meetings; seconded by Commissioner Wolf.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

PUBLIC SESSION

Commissioner Emmett opened Public Session, no one was present.

COMMUNICATIONS

None.

CONSENT CALENDAR APPROVAL OF THE DEPARTMENT HEAD REPORTS

Commissioner Pilch made a motion to approve the Consent Calendar as presented, seconded by Commissioner Pruitt.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

**CONSIDERATION OF BILLS – VOUCHERS DATED DECEMBER 7, 2023 IN THE
AMOUNT OF \$154,604.44**

Commissioner Emmett made a motion to approve the bills-vouchers dated December 7, 2023 in the amount of \$154,604.44; seconded by Commissioner Pilch.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

ACCEPTANCE OF THE FOLLOWING REPORT

A. Directors Report

Director Grannan informed that staff has begun moving everything out of the lower level in preparation of the flooring project, we have had to order a Pod that will be used as storage during this project. Dave's crew will be starting the pre-work next work. Target start date is December 22nd and will know more once we have arrival time on material. Christine has submitted the paperwork for our record disposal and has already received the approval. The Director informed that it was brought to her attention that since the door buzzer system at the Zone was initiated; some members are finding it difficult to physically open the door. Staff must hold the buzzer until the door is open; which prevents them from assisting members in opening the door; we are working on a solution. Further discussion took place of why we are keeping those doors shut and whether that is necessary to do so. Director informed that Kirstin has recently completed and successfully passed her Certified Professional Recreational Professional Certification (CPRP). The Spring Summer Brochure is back for the first proof; final draft will be January 17th and brochure will be mailed the last week of February. The Director is currently working on the 2024 budget. The Warrior Wrestling Committee presented the attached Pancake Breakfast Fundraiser to raise funds to aid in the repair of the Athletic Center, upon review of this fundraiser; the Board has no objection to holding such a fundraiser. The Director reminded the Board of the IPRA/IAPD conference and the Christmas lunch on December 13th.

B. Treasurer's Report

None.

OLD BUSINESS

None.

NEW BUSINESS

A. APPROVAL OF ORDINANCE NO. 632.23, AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES FOR THE OAK FOREST PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE YEAR 2023

Commissioner Wolf made a motion to approve Ordinance No. 632.23, an Ordinance Levying Taxes for all corporate purposes for the Oak Forest Park District, Cook County, Illinois for the year 2023; seconded by Commissioner Pilch

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

B. APPROVAL OF ORDINANCE NO. 633.23, AN ORDINANCE OF THE OAK FOREST PARK DISTRICT DIRECTING THE COOK COUNTY CLERK AS TO REDUCTION OF THE OAK FOREST PARK DISTRICT'S REAL ESTATE TAX LEVY FOR THE LEVY YEAR 2023

Commissioner Pruitt made a motion to approve Ordinance No. 633.23, an Ordinance of the Oak Forest Park District directing the Cook County Clerk as to reduction of the Oak Forest Park District's Real Estate Tax Levy for the Levy year 2023; seconded by Commissioner Pilch.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

C. APPROVAL OF THE 2024 ENGAGEMENT LETTER WITH JOSEPH MCDONNELL

Commissioner Emmett made a motion to approve the 2024 Engagement Letter with Joseph McDonnell; seconded by Commissioner Wolf

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

D. APPROVAL OF THE CONTRACT FOR THE CENTRAL PARK COMMUNITY CENTER AND DON GORMAN RECREATION CENTER FLOORING PROJECT – 2023 WITH DIVERZIFYPRO

Commissioner Emmett made a motion to approve the Contract for the Central Park Community Center and Don Gorman Recreation Center Flooring Project – 2023 with DiverzifyPro; seconded by Wolf.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

E. APPROVAL OF PREFERRED WINDOW AND DOOR FOR ALL DOOR WORK AT CENTRAL PARK COMMUNITY CENTER, GINGERWOOD GARAGES AND DON GORMAN RECREATION CENTER IN THE AMOUNT OF \$19,898.13

Commissioner Emmett made a motion to approve Preferred Window and Door for all Door work at Central Park Community Center, Gingerwood Garages and Don Gorman Recreation Center in the amount of \$19,898.13; seconded by Commissioner Pilch.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

F. APPROVAL OF TUCKPOINTING WORK ALONG THE NORTHERN OUTSIDE PERIMETER OF THE CENTRAL PARK GYMNASIUM WITH CHAFFEE CONSTRUCTION, INC. IN THE AMOUNT OF \$13,600.00

Commissioner Pruitt made a motion to approve the tuckpointing work along the northern outside perimeter of the Central Park Gymnasium with Chaffee Construction, Inc. in the amount of \$13,600.00; seconded by Commissioner Emmett.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

COMMISSIONER COMMENTS

None

ADJOURN

There being no further business to discuss, Commissioner Emmett made a motion to adjourn the meeting, seconded by Commissioner Pruitt.

On a voice vote, the motion to adjourn at 7:33 p.m. was approved.

APPROVED:


James R. Emmett, President

ATTEST:


James Katula, Secretary