

**OAK FOREST PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF A REGULAR MEETING
THURSDAY, JANUARY 4, 2024**

COMMISSIONERS PRESENT

James Emmett, President
James Katula, Secretary
Roy Pruitt, Commissioner
Joseph Pilch, Commissioner

OTHERS PRESENT

Joseph McDonnell, Treasurer
Cindy Grannan, Director

ABSENT

Charles Wolf, Vice-President

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, Katula, Pruitt and Pilch were present.

APPROVAL OF THE MINUTES OF DECEMBER 7, 2023 BOARD MEETING

Commissioner Pilch made a motion to approve the minutes of December 7, 2023 Board Meetings; seconded by Commissioner Katula.

Roll Call Vote: Emmett – Yes, Katula – Yes, Pruitt – Yes, Pilch - Yes
Motion approved.

PUBLIC SESSION

Commissioner Emmett opened Public Session, no one was present.

COMMUNICATIONS

PDRMA informed that we have accomplished the third and final incentive for our 2023 Risk Management Review and therefore earned the full incentive amount of \$500 which is the last part of the overall \$1,500 that could be earned (and we did earn). Thank you to Dave Beneventi and Kirstin Dahm who spear headed and completed the review for the District.

**CONSENT CALENDAR APPROVAL OF THE DEPARTMENT HEAD REPORTS
AND THE APPROVAL OF THE OFPD BASKETBALL MINUTES OF
DECEMBER 13, 2023**

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

Roll Call Vote: Emmett – Yes, Katula – Yes, Pruitt – Yes, Pilch - Yes
Motion approved.

CONSIDERATION OF BILLS – VOUCHERS DATED DECEMBER 21, 2023 IN THE AMOUNT OF \$47,380.58

Commissioner Pilch made a motion to approve the bills-vouchers dated December 21, 2023 in the amount of \$47,380.58; seconded by Commissioner Katula. Commissioner Pilch inquired on the summary report, the vandalism/misc. repair and what that was for. Director Grannan explained that was for the replacement of a slide section; listed on page three. Director further answered the question as to if it was vandalism, it was not vandalism but an unexpected repair. Roll Call Vote: Emmett – Yes, Katula – Yes, Pruitt – Yes, Pilch - Yes
Motion approved.

CONSIDERATION OF BILLS – VOUCHERS DATED JANUARY 4, 2024 IN THE AMOUNT OF \$64,489.82

Commissioner Katula made a motion to approve the bills-vouchers dated January 4, 2024 in the amount of \$64,489.82; seconded by Commissioner Pilch. Commissioner Pilch inquired on the per diem check; Director informed per diem checks were issued for the IAPD/IPRA Conference in accordance with the GSA standards for travel. Roll Call Vote: Emmett – Yes, Katula – Yes, Pruitt – Yes, Pilch - Yes
Motion approved.

ACCEPTANCE OF THE FOLLOWING REPORT

A. Directors Report

Director Grannan reported that the flooring project is going very well; all upstairs rooms are almost complete and the lower level has started. Our crew will begin rebuilding the upstairs rooms and lower level as soon as flooring is complete as FunTime reconvene's on January 17th. DiverzifyPro will start at the Don Gorman Recreation Center on Monday. Our challenge has been moving everything out of the big room into the small room in addition to finding other locations to store smaller equipment/supplies. The masonry work on the north side of the gym wall has been completed along with the interior of the gymnasium. While completing the outside repair, they noticed deterioration of the northwest corner; therefore, the Director requested a quote for that repair. The quote came in at \$2,450.00 and requested that they move forward with that repaired. The Director informed that we still need to address the remaining outside buttresses and caps. Director Grannan informed that the both the ejector and sump pump in the lower level stopped working; Dave reached out to a few commercial companies and the first quote came in at \$26,145.00 with a five to seven week availability timeline. While we are waiting on other quotes and timelines the Director asked for the verbal ok to proceed when we have the right company and pricing; the Board has verbally agreed to proceed with the repair. The Director informed that Jack Hausherr; President of the Oak Forest Baseball Association reached out to asked for permission to look into adding lights at Convent Park Field #4; the Board has no problem with lighting this field therefore they may start to research the costs. Commissioner Emmett asked that they look at adding a light on the pole that can be directed to the playground. The Director met with Mike Forbes of the Oak Forest Raiders regarding the water bill for their building which includes our drinking fountain and sand play area. The verbal agreement is that Raiders will redirect the water bill to their address and pay that moving forward. Director Grannan will talk to Attorney Joe Cainkar to see if any language will need to be changed or added to the agreement. The Spring Summer 2024 brochure is on

second proof in order to be mailed to residents at the end of February. The Director discussed increasing the rates for the Oak Room and Conference Room and that we would like to change the name from Conference Room to Maple Room; at which the Board accepted. 2024 Budget is being prepared and staff is working on projects and prioritizing them.

B. Treasurer's Report

Treasurer McDonnell presented the November Financials to the Board and informed that total cash and investments as of November 30, 2023 are \$4,226,439.91. As report shows, property taxes are starting to come in; property taxes were due in beginning of December so we should see a larger amount coming in for December. Treasurer McDonnell noted that under miscellaneous revenue the amount discussed previously with the Com-Ed check that should have gone to Lead Electric, this has been adjusted and now offsets miscellaneous expense. The IPDLAF did mature in December; and he was able to reinvest that at a 4 ½ % interest rate. The Bond issuance for March mostly likely will also be at that interest rate. Treasurer McDonnell stated overall we are doing well and as he prepares the December report that will include actuals versus budget for the full year of 2023.

OLD BUSINESS

None.

NEW BUSINESS

None.

COMMISSIONER COMMENTS

None.

ADJOURN

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

On a voice vote, the motion to adjourn at 7:39 p.m. was approved.

APPROVED:

ATTEST:

James R. Emmett, President

James Katula, Secretary