

**OAK FOREST PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF A REGULAR MEETING  
THURSDAY, SEPTEMBER 26, 2024**

**Commissioners Present**

James Emmett, President  
Chuck Wolf, Vice President  
Jim Katula, Secretary  
Joe Pilch, Commissioner

**Others Present**

Joseph McDonnell, Treasurer  
Joseph Cainkar; Attorney  
Kirstin Dahm, Director of Parks & Recreation

**Absent**

Roy Pruitt, Commissioner

**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 7:01 p.m.

**Roll Call**

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

**Approval of the Minutes of August 8 and August 22, 2024 Board Meetings**

Commissioner Pilch made a motion to approve the minutes of August 8 and August 22, 2024 Board Meetings; seconded by Commissioner Katula.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Katula – Yes, Pilch – Yes

Motion approved.

**Public Session**

Commissioner Emmett opened Public Session, no one was present.

**Communications**

Director Dahm informed that she had received a message from a resident inquiring about adding a cricket pitch at Friendly Oaks Park. She also informed that Sue Ann Beardsley received a really nice message on the first day of school from a former FunTime preschool family.

**Consent Calendar Approval of the Department Head Reports,**

Commissioner Emmett made a motion to approve the Consent Calendar as presented, seconded by Commissioner Katula.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Katula – Yes, Pilch – Yes

Motion approved.

**Consideration of Bills – Vouchers dated September 12, 2024 in the amount of \$121,033.35 and Vouchers dated September 26, 2024 in the amount of \$24,154.25**

Commissioner Katula made a motion to approve the bills-vouchers dated September 12, 2024 in the amount of \$121,033.35 and vouchers dated September 26, 2024 in the amount of \$24,154.25; seconded by Commissioner Pilch. Commissioner Katula mentioned that when purchasing items staff should do their best to always use Oak Forest businesses first. Director Dahm informed that she would bring this up at their next department head meeting.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Katula – Yes, Pilch – Yes

Motion approved.

**ACCEPTANCE OF THE FOLLOWING REPORT**

**A. Directors Report**

Director Dahm informed that sealcoating for Friendly Oaks Park, Malecky Park, Waverly Creekside Park, Stezco Park, Jesk Park, and El Morro Park has been scheduled and will complete before the end of the season. Director Dahm informed that she has been working on putting together a bid for installation of new playground and fitness equipment at Avenues Park. In hopes that this can be completed before winter, the Park District will purchase the equipment so it is ready once the bid is installed. Director Dahm brought up that conference registration has opened and she will begin working on making reservations. Director Dahm also informed that Administrative Offices will be closed on Tuesday, November 5 for election day. Director Dahm explained that Hitchcock Design Group will be hosting a stakeholders meeting for the Comprehensive Master Plan on October 29<sup>th</sup>. Their goal is to have commissioners participate to give their input on the park. Director Dahm informed that she has been trying to finish up the Central Park Project with Jeffrey Braun, and they are at the final stages where the City of Oak Forest will begin review as-built plans. Director Dahm also informed that current Building Supervisor, Chris Kyle, will be leaving and his last day will be Wednesday, October 30<sup>th</sup>; with this being said the position of Building Supervisor was being posted.

**B. Treasurer's Report**

Treasurer McDonnell presented the August Financials to the Board and informed that total cash and investments as of August 31, 2024 were \$6,829,041.29. Treasurer McDonnell informed that the Park received money from property taxes, program revenue, and the Zone Fitness Center Treasurer McDonnell presented 2 graphs that showed our cash balances over the past 3 years, and the cash balance as of August 31, 2024. Treasurer McDonnell also informed that he would be working on the levy for 2025 and should be presenting it around the first meeting in November.

**Old Business**

None.

**New Business**

**A. Approval of Quote from Little Tikes Commerical and ParKreation for Playground and Fitness Equipment for Avenues Park totaling \$61,918.57.**

Commissioner Katula made a motion to approve the quote from Little Tikes Commerical and ParKreation for Playground and Fitness Equipment for Avenues Park totaling \$61,918.57; seconded by Commissioner Pilch.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Katula – Yes, Pilch – Yes

Motion approved.

**Commissioner Comments**

Commissioner Katula discussed the importance of staff continuing to shop for park supplies in Oak Forest. Director Dahm informed that she would have a conversation with staff to remind them of the importance of this. Commissioner Emmett inquired about how the HVAC units at the Park Place Building were functioning. Director Dahm informed that as long as we didn't put stress on the units, they functioned properly. Commissioner Emmett raised concern and asked that Attorney Cainkar and Director Dahm have a discussion about how to proceed with the company who installed the units when the building was originally built.

**Adjourn**

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

On a voice vote, the motion to adjourn at 7:26 p.m. was approved.

**Approved:**

  
James R. Emmett, President

**Attest :**

  
James Katula, Secretary