

**OAK FOREST PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF A REGULAR MEETING  
THURSDAY, FEBRUARY 27, 2025**

**COMMISSIONERS PRESENT**

James Emmett, President  
Charles Wolf, Vice-President  
James Katula, Secretary  
Joseph Pilch, Commissioner

**OTHERS PRESENT**

Joseph McDonnell, Treasurer  
Joseph Cainkar, Attorney  
Kirstin Dahm, Director

**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 7:00 p.m.

**ROLL CALL**

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

**PUBLIC SESSION**

Commissioner Emmett opened Public Session.

At this time Edward Shenkenfelder came forward to discuss the possibility of having handicap bathroom facilities for a picnic that he was helping to organize at the Central Park Pavilion on Friday, May 16th. Mr. Shenkenfelder informed that he was an employee of the Southwest Cook County Cooperative Association for Special Education, and sits on the picnic committee. This picnic would be for all students and staff from their Transition Campus, located in Orland Park, as well as their satellite school and Coop administrative offices at the Braun Education Center. Mr. Shenkenfelder discussed that there would be about 200 students in attendance at this event, with varying ranges of physical capability, thus their concern about restroom facilities. Mr. Shenkenfelder inquired about the use of the Oak Forest Raiders Football Concession Stand restrooms. Director Dahm informed that Oak Forest Raiders is not an Oak Forest Park District program, therefore we do not have authority to approve the request of those restrooms. Director Dahm did inform that we always have a handicap port-a-let and a basic port-a-let at the Central Park typically beginning at the end of March or beginning of April. Director Dahm informed that she would ensure these facilities are available and clean for their picnic. Director Dahm also informed that she could reach out to the Oak Forest Raiders Football President Mike Forbes, and inquire about possible use of their restroom facilities for that day. Mr. Shenkenfelder thanked the Board of Commissioners, and said he would relay this information to the rest of the picnic committee, and would email Director Dahm to follow up on the conversation.

## **COMMUNICATIONS**

Director Dahm informed that the SSSRA (South Suburban Special Recreation Association) would be holding a trivia night in the Lower Level of the Central Park Building on Saturday, March 15<sup>th</sup>. This trivia night will be a fundraiser for Ricky's Ride.

## **CONSENT CALENDAR APPROVAL OF OFPD WARRIOR WRESTLING MEETING MINUTES OF NOVEMBER 25, 2024.**

None.

## **CONSIDERATION OF BILLS – VOUCHERS DATED FEBRUARY 27, 2025 IN THE AMOUNT OF \$32,203.41.**

Commissioner Wolf made a motion to approve the bills-vouchers dated February 27, 2025 in the amount of \$32,203.41; seconded by Commissioner Katula. Roll Call Vote: Emmett – Yes, Wolf – Yes, Katula – Yes, Pilch - Yes  
Motion approved.

## **ACCEPTANCE OF THE FOLLOWING REPORT**

### **Directors Report**

Director Dahm reported that Dave Beneventi obtained quotes for new doors and windows in the Lower Level of the Central Park Building. It is the hope that we can begin a replacement plan for these doors, since so many of them are in poor condition. For the fiscal year 2025, Director Dahm informed that she would like to replace 4 of the doors, and 1 of the windows based on level of priority. Director Dahm also reminded the Board of Commissioners that we will have another meeting with Hitchcock Design Group at the March 27<sup>th</sup> board meeting, and it is very important for all commissioners to attend this meeting. Director Dahm informed that the Park District would be beginning the annual Loss Review with PDRMA, and she would be working on this with the goal of receiving the \$1,500.00 incentive for the year. Director Dahm informed that she had obtained pricing on new flooring for the Zone Fitness Center. Because of the cost of this, it will be a project that has to be bid out. Director Dahm informed that the condition of the flooring at the fitness center has deteriorated over the past few years, and is in dire need of replacement, especially in the free weight room. Director Dahm notified the Board that she had posted the Human Resource/Payroll Specialist position, and had already received a few applications. She aims to have interviews scheduled towards the end of March, so we are ready to hire and train beginning in April. Director Dahm reviewed the results of the bid opening for the 2025 Areas to Be Mowed. She informed that Beary Landscape came in at \$3,135.00 a week, Semmer Landscape was \$2,400.00 a week, and HL Landscape was \$3,270.00 a week. Director Dahm reported that she already had calls in for references for the low bidder, and said that the bid will be awarded at the March 13<sup>th</sup> Board Meeting.

### **Treasurer's Report**

Treasurer McDonnell presented the January Financials to the Board and informed that total cash and investments as of January 31, 2025 are \$5,160,681.18. As reports shows, we did not receive property taxes; we did however see revenue from programs, the fitness center, and interest earned. Treasurer McDonnell informed that disbursements for Computer Software Services and Recreation/Web Software were sent out in January, which is why there was an increase for the disbursements.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

#### **A. Approval of Yearly Cleaning and Refinishing of Gym and Dance Room Flooring with Veteran's Flooring in the amount of \$3,290.00**

Commissioner Wolf made a motion to approve the Yearly Cleaning and Refinishing of Gym and Dance Room Flooring with Veteran's Flooring in the amount of \$3,290.00; seconded by Commissioner Katula.

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

Motion approved.

#### **B. Approval of Telecommuting Policy**

Commissioner Wolf made a motion to approve the Telecommuting Policy; seconded by Commissioner Pilch. Director Dahm discussed the need to have a written policy for employees in the instance the need to work from home and if they have the capability.

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

Motion approved.

### **EXECUTIVE SESSION**

#### **2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.**

Commissioner Katula made a motion to move into Executive Session at 7:45 p.m. for the purpose of 2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. Seconded by Commissioner Pilch.

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

Motion approved.

### **RETURN FROM EXECUTIVE SESSION**

Upon return from Executive Session at 8:21 p.m. no decisions were made.

### **COMMISSIONER COMMENTS**

None.

**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 8:22 p.m. was approved.

**APPROVED:**

**ATTEST:**

  
James Katula, Secretary

  
James R. Emmett, President