

**OAK FOREST PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF A REGULAR MEETING
THURSDAY, MARCH 13, 2025**

COMMISSIONERS PRESENT

James Emmett, President
Charles Wolf, Vice-President
James Katula, Secretary

OTHERS PRESENT

Elizabeth Blood, Attorney
Kirstin Dahm, Director

ABSENT

Roy Pruitt, Commissioner
Joseph Pilch, 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 7:03 p.m.

ROLL CALL

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

**APPROVAL OF THE MINUTES OF FEBRUARY 13 AND FEBRUARY 27 2025
BOARD MEETINGS**

Commissioner Katula made a motion to approve the minutes of February 13 and February 27, 2025 Board Meetings; seconded by Commissioner Wolf.

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

Motion approved.

PUBLIC SESSION

Commissioner Emmett opened Public Session, no one was present.

COMMUNICATIONS

Director Dahm informed that Oak Forest Park District Warrior Wrestling just sent 16 athletes to the state competition. Out of the 16 who attended, they had 5 athletes place. Director Dahm also reported that Oak Forest Park District Sparklers Cheer and Momentum Dance Force attended their first competition of the season and all teams took 1st or 2nd place.

**CONSENT CALENDAR APPROVAL OF THE DEPARTMENT HEAD REPORTS,
AND APPROVAL OF OAK FOREST PARK DISTRICT YOUTH BASKETBALL
MEETING MINUTES OF FEBRUARY 25, 2025**

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

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

Motion approved.

CONSIDERATION OF BILLS – VOUCHER DATED MARCH 13, 2025 IN THE AMOUNT OF \$73,420.01

Commissioner Emmett made a motion to approve the bills-vouchers dated March 13, 2025 in the amount of \$73,420.01; seconded by Commissioner Katula. Commissioner Katula inquired about a charge to Design Smart for basketball hats. Director Dahm informed that these hats were purchased for an age division in the youth basketball league for end of year gifts. Commissioner Katula inquired about the monthly charge for Jersey Watch. Director Dahm informed that the Oak Forest Park District Soccer program has their own website they maintain. It is used to send out reminder emails, team schedules, and program information throughout the season.

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

Motion approved.

ACCEPTANCE OF THE FOLLOWING REPORT

A. Directors Report

Director Dahm reported that she had posted the position for the Human Resource/Payroll Specialist and had received 5 resumes already. She would be reaching out to set-up interviews for the week of March 17. Director Dahm reminded the Board of Commissioners that Hitchcock Design Group will be conducting a workshop at the next board meeting, March 27th. Director Dahm discussed the success of the Annual Oak Forest Fleadh and the Fleadh Family Fest that immediately followed the parade. Next year staff plans on expanding aspects of the event to include a bounce house and more activities. Director Dahm informed that the budget has been finalized and will be passed after the public hearing on it at the March 27th board meeting. Director Dahm asked Board members to complete the Fraud Inquiry form for the auditors. The auditors are hoping to have a draft of the audit ready in April. Director Dahm reported that spring and summer registration opened March 3rd for residents and March 5th for non-residents. In the first day of registration the park district brought in almost \$26,000.00 in program registration fees. Director Dahm reported that registration numbers have steadily been increasing, and we are seeing numbers increased from where they were before COVID.

B. Treasurer's Report

None.

OLD BUSINESS

Commissioner Katula inquired about where things stood with Ed Shenkenfelder, who attended the February 27th board meeting to discuss use of ADA accessible restroom facilities for a picnic rental on May 16th. Director Dahm informed that she had been in touch with Mr. Shenkenfelder, and had confirmed with him that we would have accessible restrooms available for that day.

NEW BUSINESS

Approval of the Baseball Field Use Agreement with Oak Forest Baseball Association, Inc. for the 2025 season.

Commissioner Wolf made a motion for Approval of the Baseball Field Use Agreement with Oak Forest Baseball Association, Inc. for the 2025 season; seconded by Commissioner Katula.

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

Motion approved.

Approval of Semmer Landscape, low bidder for the Oak Forest Park District 2025 Areas to Be Mowed.

Commissioner Wolf made a motion for Approval of Semmer Landscape, low bidder for the Oak Forest Park District 2025 Areas to Be Mowed; seconded by Commissioner Katula. Commissioner Katula brought up concerns with using a new company at such a low cost. Director Dahm informed that she had reached out to all references and received very good reviews from everyone who had worked with them. She also informed that we would only be accepting the base bid so we are only in contract with them for a year; we would re-bid the mowing again in 2026 and would not be required to continue with this company if their work was unsatisfactory.

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

Motion approved.

Approval of Supply and Installation of New Window and Door Systems with Preferred Window and Door in the amount of \$27,127.94.

Commissioner Wolf made a motion for Approval of Supply and Installation of New Window and Door Systems with Preferred Window and Door in the amount of \$27,127.94; seconded by Commissioner Katula.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Katula – 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 7:26 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 Wolf.

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

Motion approved.

RETURN FROM EXECUTIVE SESSION

Upon return from Executive Session at 7:42 p.m. no decisions were made.

COMMISSIONER COMMENTS

None.

ADJOURN

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

On a voice vote, the motion to adjourn at 7:46 p.m. was approved.

APPROVED:

ATTEST:

James R. Emmett, President

James Katula, Secretary