

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

COMMISSIONERS PRESENT

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

OTHERS PRESENT

Joseph McDonnell, Treasurer
Joseph Cainkar, Attorney
Kirstin Dahm, 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 7:03 p.m.

ROLL CALL

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

PUBLIC HEARING ON THE 2025 COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE # 642.25

Attorney Cainkar opened the Public Hearing on the 2025 Combined Annual Budget and Appropriation Ordinance 642.25.

Attorney Cainkar requested the record reflect a copy of the Budget & Appropriation Ordinance has been on file for 30 days and notice of the Public Hearing was posted in the Southtown Newspaper on March 19, 2025. Attorney Cainkar asked if the Board of Commissioners had any comments, at which there were none, and with none from the public, the public hearing was closed.

PUBLIC SESSION

Commissioner Emmett opened Public Session, no one was present.

COMMUNICATIONS

Director Dahm informed that the SSSRA (South Suburban Special Recreation Association) would be holding a their annual Family Banquet at Gaelic Park on Thursday, May 15th, and all commissioners are invited. Ricky's Ride Trivia Night was held on Saturday, March 15th and was a success. Lisa Drezswicki thanked the Oak Forest Park District for hosting, and informed that they would like to hold this event again at our facilities.

**CONSENT CALENDAR APPROVAL OF OAK FOREST PARK DISTRICT FLAG
FOOTBALL COMMITTEE MEETING MINUTES OF MONDAY, MARCH 10, 2025**

Commissioner Pilch made a motion to approve the Oak Forest Park District Flag Football Committee Meeting Minutes of Monday, March 10, 2025; seconded by Commissioner Emmett.

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

Motion approved.

**CONSIDERATION OF BILLS – VOUCHERS DATED MARCH 27, 2025 IN THE
AMOUNT OF \$42,832.85.**

Commissioner Pruitt made a motion to approve the bills-vouchers dated March 27, 2025 in the amount of \$42,832.85; seconded by Commissioner Pilch.

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

Motion approved.

ACCEPTANCE OF THE FOLLOWING REPORT

Directors Report

Director Dahm reported that A-Abel Roofing had begun work on the Central Park Pavilion upgrades, consisting of adding aluminum fascia, new roof, and new decking. Director Dahm informed that she would be moving forward with the bid for new flooring in the Zone Fitness Center. Since the moisture test came back with good results, the anticipated cost of the project had decreased by about \$6,000.00.

Director Dahm discussed her meeting with Environmental Consultant Group in regards to the underground storage tank at Don Burns Park/Gingerwood Garage. The action plan for remediation was complete, and was able to move forward with the IEPA as soon as the Park District can obtain a Highway Authority Agreement with the City of Oak Forest. The agreement will be sent to Attorney Cainkar for approval, and then will be added as a New Business item at the April 10th board meeting.

Treasurer's Report

Treasurer McDonnell presented the February Financials to the Board and informed that total cash and investments as of February 28, 2025 are \$5,364,702.79. As reports shows, we began to receive property taxes; as well as revenue from programs, the fitness center, and interest earned. Treasurer McDonnell informed that our fund balance for this time of year is higher to the bond.

OLD BUSINESS

None.

NEW BUSINESS

A. **Presentation from Hitchcock Design Group on the Oak Forest Park District Comprehensive Master Plan**

Lara Barnas and Kayla Edgerly of Hitchcock Design Group presented on the Comprehensive Master Plan progress for the Oak Forest Park District. Lara recapped the Envision phase of the plan and gave updates on the Prioritize Phase and the Action Plan. Lara discussed that the Envision Phase consists of an internal visioning session, developing preliminary needs, developing preliminary strategies to address various needs, preparing a preliminary strategies summary, staff reviews, and finalizing strategies. Lara informed that there are a number of amenities that are

beyond their useful life (according to NRPA/IAPD) including playgrounds, shelters, fields, and courts. Based on community and staff input we know there is a desire for improved accessibility, aquatic amenities, additional parking, improved maintenance on existing courts and fields, new facilities, improved utilization of existing facilities, more programs for teens/young adults/adults, and improved partnership with other agencies. With this information Lara discussed six (6) objectives to help us achieve these needs/desires. The first objective covered how this could include creating and maintaining a playground renovation schedule for each year, creating and maintaining a shelter renovation schedule, creating and maintaining a sport court and field renovation schedule, and developing parking lot resurfacing schedule; prioritizing based on amenity age, location within the District, and popularity of park. The second objective entails ways to improve park and amenity assets to align with community expectations. This includes creating master plans for parks in need of updating, concept plans for certain parks, performing feasibility studies to determine feasibility of creating/adding things that are desired/needed (such as parking studies and locations for feasibility of splash pads), and evaluating locations for potential new amenities. The third objective addresses underserved areas and demographic groups throughout the Park District. Lara informed that this could include evaluating property acquisitions, exploring adding a community park in areas 9 and 2, performing a feasibility study for a new recreation facility, and developing/strengthening partnerships with local agencies to utilize their indoor recreation space. The fourth objective gives ways to increase accessibility and inclusivity across all aspects of the Park District. This can include updating transition plans in order to evaluate, prioritize, and track accessibility updates at parks and facilities, updating the Park District ADA transition plan, exploring locations for an inclusive playground, and evaluating the fee structuring system for programs. The fifth objective covers ways to increase accessibility and inclusivity across all aspects of the Park District. Ways to achieve this objective include developing a facility renovation schedule so improvements can be planned and budgeted for each year, and evaluating existing indoor space uses and consider repurposing spaces to maximize efficiency of use. The sixth and final objective directs the Park District to find ways to improve program offerings to better align with community expectations and needs. Ways this can be accomplished is through evaluating and adjusting program offerings, reviewing and maintaining communication and promotion of programs and events offered to the community, identifying trending programs and incorporate them into Park District's standard offerings, and updating the capital replacement/improvement plan. Lara displayed a graph that outlined the 5-year plan and the different objectives that can be completed in each year. Commissioner Emmett inquired about the possibility of achieving some of these objectives through an OSLAD grant. Lara informed that many of these objectives would be very strong candidates for an OSLAD grant, and that over the years OSLAD grant qualifications have changed to focus more on amenities, which the Park District is deficient in at certain areas due to things being beyond their useful life. Commissioner Pruitt inquired if this plan and objectives were solely based on the opinions of the people who responded to the survey and participated in the community input meeting. Lara and Kayla informed that, yes, some of these needs were established based on community feedback, however, many of the needs were also determined by data collection done on park assets, and what standards are for NRPA. Commissioner Emmett thanked Lara and Kayla for the presentation, and for attending the meeting.

B. Approval of Ordinance No. 642.25; An Ordinance for providing a Budget and Appropriation for the fiscal year beginning January 1, 2025 and ending December 31, 2025 for the Oak Forest Park District, Cook County, Illinois.

Commissioner Wolf made a motion to approve Ordinance No. 642.25; An Ordinance for providing a Budget and Appropriation for the fiscal year beginning January 1, 2025 and ending December 31, 2025 for the Oak Forest Park District, Cook County, Illinois; seconded by Commissioner Emmett.

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

C. Approval of Yearly Nutrient Deactivation Services with ILM for Lagoon Park in the amount of \$2,588.00

Commissioner Pilch made a motion to approve Yearly Nutrient Deactivation Services with ILM for Lagoon Park in the amount of \$2,588.00; seconded by Commissioner Emmett.

Roll Call Vote: Emmett – Yes, Wolf – Yes, Pruitt – 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 Pruitt made a motion to move into Executive Session at 8:09 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, Pruitt – Yes, Pilch - Yes
Motion approved.

RETURN FROM EXECUTIVE SESSION

Upon return from Executive Session at 8:26 p.m. no decisions were made.

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 8:30 p.m. was approved.

APPROVED:

ATTEST:

James R. Emmett, President

James Katula, Secretary