



Park District of Oak Park  
Committee of the Whole  
Oak Park Conservatory  
615 Garfield Street  
Oak Park, Illinois  
Thursday, June 5, 2014

Minutes

The meeting was called to order at 7:37pm.

I. Roll Call

**Present:** Commissioners Aeschleman, Guarino, Lentz, Wick and President Bullock.

**Park District Staff present:** Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Mike Grandy, Superintendent of Buildings and Grounds; Diane Stanke, Director of Marketing and Customer Service; and Karen Gruszka, Executive Assistant.

**Others Present:** Mark Burkland, Attorney; Charlie Saville, WMA Consulting and Jamil Bou-Saab, Terra Engineering.

II. Public Comments - None

III. Recreation and Facility Program Committee - None

IV. Buildings and Grounds/Facility Maintenance Committee

**A. Austin Gardens Environmental Education Center Update**

Executive Director Arnold reminded the Board of the \$400,000 OSLAD grant received for a learning center and the east garden at Austin Gardens. Charlie Saville, WMA Consulting, presented the Board with options for Austin Gardens Environmental Education Center including: the team, certification programs, grant and funding opportunities, and plan options. The Board discussed the location in the park, sun access, programs that would be using the facility, deadlines and the budget. There was consensus to move forward with the International Living Future Institute certification program but it was stressed that the cost of doing so must be feted out prior to moving forward and must stay within the budget. The Board also requested to look at the overall Park District facilities to confirm that spaces are needed and being used to their fullest ability. Executive Director Arnold confirmed that the facilities were being looked at overall in the Comprehensive Master Plan. No action is needed by the Board on this item.

**B. IDNR OSLAD Grant Resolution of Authorization – Euclid Square Park Renovation**

Executive Director Arnold informed the Board that the Park District would be putting in an application for an OSLAD Grant for the Euclid Square Park renovation Phase II and was looking for the Board's approval of the resolution. In 2008, the master planning was conducted along with community meetings and focus groups and accepted by the Board in July, 2009, with Phase I taking place in July, 2010. This will come before the Board at the June Regular Board Meeting under the Regular Agenda.

**C. Carroll Park Bid Recommendation**

Executive Director Arnold informed the Board that bids were opened on May 21, and George's Landscaping, Joliet, Illinois, was the lowest responsive bidder at \$364,079 for the base bid. Staff also recommended alternate one for the outdoor classroom and alternate two for the repair of concrete walkways for the total project amount of \$397,682. George's Landscaping has worked

for the District before and has good recommendations. The Board confirmed the contingency. This will come before the Board at the June Regular Board Meeting under the Regular Agenda.

**D. Professional Architectural Services – Stevenson Park**

Executive Director Arnold reminded the Board that the master plan for Stevenson Park was created and approved by the Board in 2011, and that Altamanu, Inc. and Terra Engineering were both involved in that process. Professional architectural services are looking to be authorized for the overseeing of the project and also to work with the Village of Oak Park on the project since the Village will be repairing the ceiling of the reservoir directly prior to our renovation. The Park District's renovation will be from May 2015, with an anticipated completion date in November 2015, and the VOP will begin in February 2015. The Board questioned the cost of these services and were reminded of the complexity of the project and the engineering that is involved which is reflected in the \$105,072 cost for both Altamanu, Inc. and Terra Engineering services. This will come before the Board on the consent agenda at the June Regular Board Meeting.

**E. Longfellow and Fox Parks Contract Award Update**

Executive Director Arnold informed the Board that the Bid will be posted in the paper on June 18, and opened on July 1. The June Regular Board Meeting will be continued so that the bid can be awarded and the project timeline stay on course. No action is needed by the Board on this item.

**F. Grand Opening – Ridgeland Common Recreation Complex Update**

Executive Director Arnold reminded the Board that the Grand Opening will take place at noon on Saturday, June 14. No action is needed by the Board on this item.

**G. CIP 2015-2019**

Executive Director Arnold reminded the Board that the updating the five-year CIP is done yearly to ensure it is reflecting the needs of the Park District to-date as well as serving as a tool for putting together the annual operating budget. The projects scheduled in the CIP in 2015, were presented to the Board. Discussion took place on the grooming of the nature gardens and easements of parks, timelines, vehicle replacement, technology, property acquisition funds, playground surface and the budget. This will come before the Board at the July Continued Board Meeting under the Regular Agenda.

**H. Pool Master Plan Update**

Executive Director Arnold informed the Board that 165 residents responded to the second pool survey. Nagle Hartry will be at the Board Meeting on June 19, to review the survey results and pricing. No action is needed by the Board on this item.

**V. Administration and Finance Committee**

**A. 2013 Audit Report Update**

Executive Director Arnold informed the Board that the Audit had been completed and that a representative from Wolf and Company would be attending the Regular Board Meeting to review the report at that time. No action is needed by the Board on this item.

**B. Prevailing Wage Ordinance 2014-06-01**

The Board of Commissioners was reminded of the Park District of Oak Park's requirement to ascertain the prevailing rate of wages as defined in the State of Illinois "Prevailing Wage Act". It was recommended that the Board approve Ordinance Number 2013-06-01. This will come before the Board on the consent agenda at the June Regular Board Meeting.

**C. 2015 Budget Guidelines/Timeline**

Executive Director Arnold ran through the timeline, guidelines, budget meetings, and filing date for the 2015 budget. Discussion of the wages, the tax levy, and other governmental agencies took place. The Board questioned if it might be possible to see two budgets with different tax rates used and were told the benefits derived from the seeing the two budgets would not outweigh the cost, time, and effort to create them. The budget presentation meetings to the Board will take place in the fall and the Board's voting will take place in November. No action is needed by the Board on this item.

**D. Board Retreat – July 8, 2014 Update**

Executive Director Arnold reminded the Board of the Tuesday, July 8, 2014, date of the Board Retreat at Cheney Mansion and briefly discussed the agenda. No action is needed by the Board on this item.

**VI. New Business**

Commissioner Aeschleman reminded the Board of the IGOV meetings that take place with the local governmental agencies getting together to share information and to work together. At the last meeting they had asked each Board member to go back to their collective bodies to get their support for a meeting in which all the Boards would meet and have dialogue with a set agenda on items that would benefit the community. The Boards are to have a response by the end of June. This will come before the Board at the June Regular Board Meeting to continue discussion.

**VII. Executive Session**

At 9:50p.m. Commissioner Lentz moved and Commissioner Wick seconded that the Park Board of Commissioners convene into closed session to discussion of appointment, employment, or performance of a specific employee of the District and to discuss matters related to the purchase or lease of real property for the use of the Park District and. **The motion passed with a roll call vote of 5:0.**

At 10:14p.m. a motion was made by Commissioner Lentz and seconded by Commissioner Wick to adjourn the Executive Session. **The motion passed a voice vote.**

**VIII. Adjournment**

At 10:14pm a voice vote was taken to adjourn the Committee of the Whole. **Motion carried in a voice vote of 5:0.**

  
Secretary  
Board of Park Commissioners

July 17, 2014

Date

  
President  
Board of Park Commissioners

July 17, 2014

Date