



**Park District of Oak Park
Regular Board Meeting
Oak Park Conservatory
215 Garfield Street, Oak Park, Illinois
Thursday, December 18, 2014 at 7:30pm**

Minutes

The meeting was called to order at 7:31pm.

I. ROLL CALL

Present: Commissioners Guarino, Lentz, Wick, and Commissioner Aeschleman arrived at 7:32pm and President Bullock arrived at 7:33pm.

Park District Staff present: Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Mike Grandy, Superintendent of Buildings and Grounds; Chris Lindgren, Assistant Superintendent of Buildings and Grounds; Diane Stanke, Director of Marketing and Customer Service; Travis Stephen, Sports Field Manager; Amanda Heiman, Program Manager – General Recreation; and Karen Gruszka, Executive Assistant.

Others Present: Mark Burkland, Attorney, Eric Penny, Nagle Hartray; the AGEEC Design Team; and Joan Fiscella, League of Women Voters.

II. APPROVAL OF AGENDA

The motion was passed by a voice vote.

III. PUBLIC COMMENTS – None.

IV. CONSENT AGENDA

A motion was made by Commissioner Guarino and seconded by Commissioner Lentz to approve the Cash and Investment Summary and Warrants and Bills for the month of November, 2014; Board Minutes from the Fall Park Tour October 4, 2014; Committee of the Whole Meeting November 6, 2014; Regular Board Meeting November 20, 2014; PDOP Comprehensive Plan; PDOP Policy Manual; PDOP Safety Manual; PDOP Crisis Manual; PDOP Rules and Regulations; PDOP and VOP Intergovernmental Agreement – Oak Park Conservatory Bioswale; 2014 PACT Agreements; and the Park District Citizens Committee Appointment – Joshua Klayman. **The motion passed with a roll call vote of 5:0.**

V. STAFF REPORTS

A. Director's Report

Executive Director Arnold provided the Board with the following information in addition to her Executive Director's Report: construction updates on 218 Madison, the Barrie Park Master Plan interviews, Stevenson Park's costs to date, the letter sent to the village and next steps, Austin Gardens and the three ice rinks installed at Longfellow, Taylor Park, and Austin Gardens.

B. Division Managers' Reports (Updates & Information): Amanda Heiman, Program Manager – General Recreation, presented updates and information to the Board.

C. Revenue/Expense Status Report – None.

VI. OLD BUSINESS

A. Recreation and Facility Program Committee – None.

B. Buildings and Grounds/Facility Maintenance

1. Maple Park Professional Fees*

Commissioner Aeschleman moved and Commissioner Wick seconded that the Park Board of Commissioners approve 1) authorization to engage Altamanu, Inc., Chicago, Illinois, for architectural and engineering fees for a total cost of \$104,792; and 2) approve task order #1 from Nagel Hartray in the amount not to exceed \$4,000 which includes mechanical, electrical and plumbing services for the comfort stations renovation work. Executive Director Arnold reminded the Board of the discussion at the Committee of the Whole Meeting and confirmed the amount allocated in the CIP. If necessary, in conjunction with this project, we will be coordinating our work with the installation of a new water main that will run through the park for the city of Brookfield. The Board questioned if we would have a say in the location of the water main and it was confirmed that we would. **The motion passed with a roll call vote of 5:0.**

2. Toro GM 4300-D Athletic Field Mower*

Commissioner Aeschleman moved and Commissioner Lentz seconded that the Park Board of Commissioners approve the Toro GM 4300-D athletic field mower for the amount of \$38,632.14. Executive Director Arnold informed the Board with the shift of all fields and parks being mowed in-house, a new mower needed to be purchased. The Toro GM 4300-D Athletic Field Mower will cut down considerable time spent mowing, lowering man-hours spent. It will be purchased through a joint purchasing program allowing for the best price to the Park District on this used mower. The Board confirmed the warranty on the mower. **The motion passed with a roll call vote of 5:0.**

3. 218 Madison Street Change Order #1*

Commissioner Aeschleman moved and Commissioner Wick seconded that the Park Board of Commissioners approve Change Order #1 for the 218 Madison Street trusses repair not to exceed \$60,000. Executive Director Arnold informed the Board that some trusses in the 218 renovation needed additional stabilization prior to the roof going on. This money would come from the \$200,000 contingency fund. It was confirmed that the damage to the trusses could not be seen prior to the demo by the structural engineer. **The motion passed with a roll call vote of 5:0.**

C. Administration and Finance Committee – None.

VII. NEW BUSINESS

1. Park Foundation Update

Laura Thompson, gave a quick recap of Park Foundation's past year to the Board. She also discussed the short term and long term goals of the Park Foundation. The Board thanked her and all of the Park Foundation for their work and engaging of the community. **No action is needed by the Board on this item.**

2. Austin Gardens Environmental Education Center Revised Cost Estimate

Carol Yetkin and Tom Bassett-Dilley along with the AGEEC design team, brought updated plans to the Board which included: AGEEC facility, learning garden, new entry into the park, photovoltaic roof, rain water cistern for the gardens, the bioswale, mechanical systems, floor plan and ADA accessibility. The Board discussed concerns for security in the park. Many options for security were brought forward, i.e., security lighting, cutting and taking out of bushes in the corners of the park, and increased police patrols. It was confirmed that the Oak Park Police and Oak Park Township would be contacted for their input on possible security issues and the Board requested that Executive Director Arnold circle back to them with their responses. The Board also questioned if the new construction taking place around the park would interfere with the

effectiveness of the solar panels on the new roof and it was confirmed that it would not. **No action is needed by the Board on this item.**

3. Memorial (Trust) Program/Memorial (Trust) Tree Program

Mike Grandy, Superintendent of Buildings and Grounds, and the Board briefly discussed the program, the volunteers that run the program – Tom and Nancy Holmes, and the need to plan for succession in running the program for a successful future. Management by the Park Foundation was discussed and it was confirmed that the funds must remain set aside solely for the Memorial Tree Program. **No action is needed by the Board on this item.**

4. Tree Installations and Removals

Mike Grandy, Superintendent of Buildings and Grounds, informed the Board of the planted trees versus the removed trees and why trees were removed; showing as in previous years, more trees were planted than removed. The Board and staff discussed the GIS ability for tracking. **No action is needed by the Board on this item.**

5. 2014 Strategic Plan Update

Executive Director Arnold passed out the Strategic Plan noting that all of the goals for 2014 had been accomplished and touched on the ten goals for 2015, six new and four ongoing. **No action is needed by the Board on this item.**

VIII. COMMISSIONERS' COMMENTS

- **Commissioner Aeschleman** – Commented he had been attending the pool committee meetings at D200 and that there was one left. The decision to move the pool to an off campus site has been taken off the table.
- **Commissioner Guarino** – Commented on how wrong he felt the handling of Stevenson Park went with the Village and feels like further discussions should be had in the future regarding compensation. He also attended a pool committee meeting and thanked Paul for his service at those meetings.
- **Commissioner Lentz** – Wished everyone Happy Holidays and mentioned she had attended the Festival Theatre benefit which was a huge success.
- **Commissioner Wick** – Also wished everyone Happy Holidays. He questioned the timers of the lights at RCRC being on so late and it was confirmed that the timers had just recently been changed for an earlier time.
- **President Bullock** – Wished everyone Happy Holidays.

IX. EXECUTIVE SESSION – None.

X. ADJOURN MEETING

At 8:53pm the meeting was adjourned by a voice vote.


Secretary
Board of Park Commissioners

January 15, 2015
Date


President
Board of Park Commissioners

January 15, 2015
Date