



**Park District of Oak Park
Regular Board Meeting
John Hedges Administrative Center
218 Madison, Oak Park, Illinois
Thursday, July 15, 2010 at 7:30pm**

Minutes

The meeting was called to order at 7:30 p.m.

I. ROLL CALL

Present: Commissioners Valentine, Bullock, Graves, Bracco and President Gartland.

Park District Staff present: Gary Balling, Executive Director; Mike Grandy, Superintendent of Buildings & Grounds; Matt Ellmann, Superintendent of Recreation; Karin Schindel, Superintendent of Business Operations; Neil Adams, Project Manager and Karen Gruszka, Executive Assistant.

Others Present: Mark Burkland, Attorney; John Mac Manus, Altamanu, Inc.; Josephine Bellalta, Altamanu, Inc.; Ben Ahring, PDCC; Jamil Bou-Saab, Terra Engineering; Ben Meyerson, Wednesday Journal; Gwen Meadows, League of Women Voters; and 2 citizens.

II. APPROVAL OF AGENDA

A motion was made by Commissioner Valentine and seconded by Commissioner Bracco to approve the agenda. **The motion was passed by a voice vote of 5:0.**

III. VISITOR/PUBLIC COMMENTS

None.

IV. CONSENT AGENDA

A motion was made by Commissioner Valentine and seconded by Commissioner Graves to approve the Consent Agenda which includes the Fund Status Report and Warrants and Bills for the month of June 2010; Park Board minutes from the June 3, 2010 Continued Board meeting continued from May 20, 2010, the June 3, 2010 Committee of the Whole meeting, the June 17, 2010 Regular Board meeting and Executives Session minutes from the June 17, 2010 and July 1, 2010 meetings, and the June 28, 2010 Joint Meeting between the Park District Board and the PDCC; and the Investment Policy. **The motion was passed by a roll call vote of 5:0.**

VII. STAFF REPORTS

A. Director's Report

Executive Director Gary Balling discussed many items from his Director's Report; following is additional information he wanted to advise the Board of:

1. **Mills Park/Pleasant Home Steel Fence Restoration** – Don Maynard of Garapolo Maynard Architects will be going to a Historical Restoration Committee Meeting Wednesday, July 28, 2010 at the Village. This is the first step of the review process with the Historic Preservation Commission looking for a Certificate of Appropriateness. We have already had several meetings on this but the design has changed. Part of this process would be that whatever we do would be reversible and that the fencing would remain on site.
2. **Fourth of July** – Gary thanked everyone for making the parade and fireworks a success.
3. **Scoville Park** – There will be a meeting on Monday, July 19, 2010 for the placement of the historical markers.
4. **Maple and Euclid Square Parks** – Euclid Square Park will begin construction on Monday and Maple Park has been delayed due to the strike which shows signs of being settled quickly.
5. **Conservatory Tropic Room Improvements** – Lead abatement is complete, the iron is being placed back and the project is progressing as planned.

6. **Rubinstein Memorial Garden** – This project is moving ahead although there are certain aspects of the plan that are affected by the strike.

B. Division Managers' Reports (Updates & Information): Jenny Berni, Aquatic & Rink Services Manager, presented the following information to the Board: 1) Cheney Mansion had their Teddy Bear Picnic and it was a great success. 2) Linda invited everyone to come out and see the grounds, they are looking great. 3) Trina is continuing cross training in the customer service areas and it is great to see new faces. 4) Registration for the Frank Lloyd Wright race opened earlier than last year and already has 82 people registered. 5) Ron Calloway is busy being safe, he stressed the importance of taking care during the hot weather with hats, sunscreen and hydrating. 6) Be sure to lock up bikes as thefts have increased - preferably not the chain locks which can easily be cut. Additional signage will be posted communicating this. 7) Chryst welcomed the new Buildings and Grounds employees Mick and Rodney. 8) Chryst is working on end of season staff evaluations, resignation forms and performance reviews. 9) A baseball tournament is running this weekend at Ridgeland Common. 10) 29 new trees have been planted and now the care to maintain those trees begins. 11) New mulch is being put down in many of our parks. 12) A tumbling exhibit will take place on July 31 at the Farmer's Market. 13) The gymnastics sleepover is coming up. 14) Karin is starting a computer replacement program. 15) An IMRF audit is taking place on Wednesday, July 28. 16) Karin has been working hard on the water bills and believes that she is close to resolving them. 17) The Capital Improvement Plan is going well. 18) Kyle let everyone know that MSI is open for inputting goals for the budget. 19) July 29 is the electronic clean-up day. 20) SCAW camp is wrapping up this week. 21) The ACA visit received a 100% and very good comments. 22) April reported that scholarships have been given to 48 families in the amount of \$5,232.25. 23) Bill said the pool equipment has been working very well and the pools look good. 24) Bobbi has been busy working on park permits. 25) The new flag football program is being re-introduced which will be affiliated with the NFL, with jerseys of NFL teams given to each participant. 26) Diane ran an exercise reminding everyone of F.I.R.S.T. impressions and thanking the customer. 27) The fall brochure is coming out and has a fantastic cover picture with changes to the inside as well. 28) New survey tools have shown that the brochure is still the #1 marketing tool for the Park District. 29) We are gearing up towards the 100th Anniversary. 30) Matt commented on how great our camp staff is and the tremendous efforts they put forth for the accreditation of our ACA camps. 31) Matt will be working on the Cost of Service Study next week and looks forward to sharing the results. 32) The staff reviewed that permits are required for groups of over 12 people – know the rules, if a large group is spotted, redirect them accordingly. 33) Matt was able to shadow at the pool during the filter backwash and with Trina in customer service and recommended doing this as the knowledge you get in someone else's shoes is invaluable. 34) Henrietta's staff is being creative in what to do with all the plants and material of the Conservatory during construction. 35) Henrietta enjoyed driving the van during the parade, "it was a great experience!" 36) The staff at the Conservatory is very busy making sure no "fairy mail" is left behind under rocks and hiding places. 37) Neil stated at the All Staff Meeting, "How nice it was to work in an organization where everyone helps each other out even though they are all so busy. What a great environment it is." 38) The Employee Newsletter did a great job of highlighting the part-time employees who are 90% of our workforce. Three articles covered how working as a part-time employee at the Park District has affected and changed their lives and prepared them for their futures. 39) Mike Lushniak reports that the second session of swim lessons has started and it went well. Flick and Float had 100 people and the Splash Bash and Penny Carnival is tomorrow. The Lifeguard first audit went well. The Hockey travel team had a pool party to open registration for the fall and is at 50%. 40) The dog park gate system is still waiting for parts. 41) Henrietta implemented a new rental procedure for the Conservatory.

C. Revenue/Expense Status Report- Karin reports the PDOP is in a good financial position and is a little better off than this time last year.

VI. OLD BUSINESS

A. Recreation and Facility Program Committee – Commissioner Graves

1. Pro Forma for a Proposed Expanded Gymnastics Center*

(Roll Call Vote)

Commissioner Graves: Commissioner Graves moved and Commissioner Valentine seconded that the Park Board of Commissioners accept the Pro Forma for a Proposed Expanded Gymnastics Center dated June 2010, that was presented and discussed at the Committee of the Whole Meeting on July 1. Matt handed out the updated Pro forma with the changes from the Committee of the Whole meeting. The Board thanked Matt for such a detailed report and agreed how instrumental it will be as we move forward as finances and spaces are looked at for the gymnastics program. **The motion passed with a roll call vote of 5:0.**

B. Buildings and Grounds/Facility Maintenance: Commissioner Bracco

1. Scoville Park Master Plan*

(Roll Call Vote)

Commissioner Bracco: Commissioner Bracco moved and Commissioner Valentine seconded that the Park Board of Commissioners review and discuss the final draft recommendation and project cost estimate for the Scoville Park master plan. The Buildings and Grounds Committee further recommends that the Park Board consider accepting the Scoville Park master plan at the Regular Park Board Meeting on August 19, 2010. John Mac Manus and Josephine Bellalta from Altamanu Inc. ran through the final changes to the Scoville Park Master Plan including the playground, plantings, trees, the fountain, entrances, restrooms, walkways and tennis courts. The Board was shown the phasing plans for Scoville Park and was reminded that there is no order given to phasing due to financials available and possible grant accessing. The plan will be posted on the web page in future plans. **The motion passed with a roll call vote of 5:0.**

C. Administration and Finance Committee: None.

IX. NEW BUSINESS

1. WSSRA Amended and Restated Articles of Agreement*

(Roll Call Vote)

Commissioner Bracco: Commissioner Bracco moved and Commissioner Graves seconded that the Park Board of Commissioners accept the Resolution regarding 2010 Amendments to the Amended and Restated Articles of Agreement of the West Suburban Special Recreation Association. The Agreement and the calculations used to arrive at the Agreement were discussed by the Board along with our role as the largest Park District involved. All agreed with the importance of WSSRA and our partnership. **The motion passed with a roll call vote of 5:0.**

2. Purchase of Altec Lift**

(Roll Call Vote)

Commissioner Bracco: Commissioner Bracco moved and Commissioner Graves seconded that the Park Board of Commissioners approves a purchase for an Altec model AT37-G at a cost of \$40,165 and authorize payment. This item was originally approved for lease to purchase option at the November 12, 2010 Regular Board Meeting. The Board was reminded of the purchase and the original lease option. The Board was apprised of the details of the lease and the financial benefits to the Park District to purchase the Altec model AT37-G. **The motion passed with a roll call vote of 5:0.**

VII. COMMISSIONERS' COMMENTS

- **Commissioner Bracco** – One of our WSSRA participants from Oak Park, Frank Patterson, is a swimmer and is going to the summer Special Olympic National Games in Lincoln, Nebraska. He has also played on the Bobcat Basketball team and is very competitive. One of our former Ridgeland Common hockey players from the Oak Park Eagles hockey team, Joe Corvo, just signed with the Carolina Hurricanes. Marty suggested a possible partnership there? Marty also enjoyed driving the Bobcat in the parade.
- **Commissioner Bullock** – No comment.
- **Commissioner Graves** – Attended the Memorial Trust Meeting yesterday; there is a lot of work going on there. Nancy Holmes is on top of it.
- **Commissioner Valentine** – No comment.
- **President Gartland** – Has a lot more time to visit the parks in the summer and to be out and about in town and is very appreciative of the maintenance staff wearing their seatbelts whenever he has seen them. Mark has also noticed WSSRA walking around from camps to camps and our own campers walking around and everyone is being very safe. He has heard a lot of praise for the parks and has seen a lot of good things around the park system. Mark wanted to pass along the congratulations on the work that we are doing and on a lot of the new renovations; people are really loving them. He is looking forward to the two parks that we are doing in the fall.

VIII. EXECUTIVE SESSION

At 8:45 p.m. Commissioner Graves moved and Commissioner Bracco seconded that the Park Board of Commissioners convene into closed session for discussion of the purchase or lease of real property for the use of the Park District and discussion of pending, probable, or imminent litigation against, affecting, or on behalf of the District.. **The motion passed with a roll call vote of 5:0.**

At 9:34pm there was a motion made by Commissioner Graves and seconded by Commissioner Bracco to adjourn the Executive Session. **The motion passed a voice vote of 5:0.**

IX. ADJOURN MEETING

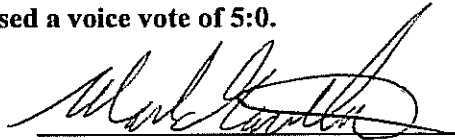
At 9:35pm there was a motion made by Commissioner Graves and seconded by Commissioner Bracco to adjourn the Regular Board Meeting. **The motion passed a voice vote of 5:0.**



**Secretary
Board of Park Commissioners**

August 19, 2010

Date



**President
Board of Park Commissioners**

August 19, 2010

Date