



**Park District of Oak Park
Regular Board Meeting
John Hedges Administrative Center
218 Madison, Oak Park, Illinois
Thursday, May 20, 2010 at 7:30pm**

Minutes

The meeting was called to order at 7:32p.m.

I. ROLL CALL

Present: Commissioners Valentine, Bullock and Bracco. Commissioner Graves arrived at 7:50 and President Gartland arrived at 7:51.

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.

II. APPROVAL OF AGENDA

A motion was made by Commissioner Bullock and seconded by Commissioner Valentine to approve the agenda. The motion was passed by a voice vote of 3:0.

III. VISITOR/PUBLIC COMMENTS

None

IV. CONSENT AGENDA

A motion was made by Commissioner Valentine and seconded by Commissioner Bracco to approve the Consent Agenda which includes the Fund Status Report and Warrants and Bills for the month of April 2010; Park Board minutes from the April 15, 2010 Continued Board Meeting, the April 15, 2010 Committee of the Whole meeting, the April 22, 2010 Regular Board meeting and the April 26, 2010 Joint Meeting of the Park Board and the PDCC; the Request for Sponsorship for Annual Fourth of July Fireworks; and the Bi-Annual Review of Executive Session Minutes. **The motion was passed by a roll call vote of 3:0.**

VII. STAFF REPORTS

A. Director's Report

Executive Director Gary Balling discussed items from his Director's Report and the following:

- 1. Recreation Leadership Training** – Matt Ellmann held a 6 hour Leadership Training for the Management Staff in Recreation areas including seasonal, part-time and camps with over 40 people in attendance.
- 2. Rehm Pool** – has been filled and the filter is working great – the water has nice clarity. Thanks to Bill Hamilton for expediting the installation.
- 3. Scoville Park Plan** – The Scoville Park Plan was presented to the Library Board on Tuesday, May 18, it got a nice reception; they were very pleased. Monday night, Neil Adams and Mike Grandy will attend the Transportation Committee meeting at the VOP.
- 4. Budget Binders** – The 2010 Budget Binders have been completed. Karin Schindel, Superintendent of Business Operations handed out one to each Board member. Karin also informed the Board that an extension was given to the PDOP so the 2009 budget will be submitted for the GFOA Budget Award again this year. And just as we turn that around, our first staff Budget Meeting for 2011 is on Thursday, May 27.
- 5. Community Survey** – We will be getting together with the staff and the PDCC on June 28 to go over the survey questions from Leisure Vision for our Community Survey in the fall. We will be looking at different goals from the 2004 survey; we will try and map out the needs of the Park District in reference to the gymnastics and Ridgeland Common. This survey will gather

information regarding how to proceed either with a well balanced approach, eliminating one of the components of the center, or less phasing in future projects.

B. Division Managers' Reports (Updates & Information): Chris Meador presented the following information to the Board: 1) The computer inventory is complete and a replacement schedule is being created. 2) The part-time IT job description will be completed by the end of this month. 3) Joanna Skubbish has already surpassed the \$16,000 amount in sponsorships raised last year for the FLW races. She currently has just over \$18,000 in sponsorships including Radio Disney being sponsored by Shedd Aquarium who will be out on race day and running at least 30 promotional spots. 4) Jim McQuillan, the new part-time web designer, has developed some amazing changes for the Park District website home page which will be activated next week. 5) Judy Weik and Theresa Kyriazes are working on a "Fairy" exhibit in the Conservatory Fern Room which will add special interest while the Tropic and Desert Rooms are closed during the Tropic Room improvements. 6) Our available supply of AEDs in our centers is well ahead of some other communities. 7) The Driver's Challenge, an internal educational and testing program for all staff who use our vehicles is scheduled for May 26 and June 8. 8) Roof repairs will be taking place at 218 Madison and also the Gymnastics Center. 9) Field augmentation has been completed at Field, Barrie and Taylor. 10) Staffing is getting finalized for the Buildings and Grounds department. 11) The Conservatory Staff removed all the tulip bulbs from the park beds and they have begun to plant annuals. 12) The Tropical Room will be closed June 1 to allow time for the removal of plants, the fishes and the turtles before the renovations. 12) The plant sale at Cheney Mansion went very well with over \$6,000 in proceeds – almost selling out completely. 13) Training for Seasonal Leaders is complete in the Recreation department. 14) A tentative date has been scheduled for the 2nd week in June for the PROs meeting with the PDCC for the Cost of Service Study. 15) A lot of preparatory work is going on at the pools. 16) Representatives from the American Camping Association have checked the paperwork and provided some recommendations for changes this year for our re-accreditation. 17) New staff have been trained on the Rehm Park trains. 18) Cynthia Newell has taken over the pre-school registration and is doing a great job. 19) Gymnastics celebrated Coach Jason Cardenas' 9th year with the PDOP. 20) Coach Manny Garcia will be taking the GIJO Team to state competition in Downers Grove on June 5th.

VI. OLD BUSINESS

A. Recreation and Facility Program Committee – Commissioner Graves

1. Collaboration for Early Childhood Care and Education

(Roll Call Vote)

Commissioner Graves: Commissioner Graves moved and Commissioner Valentine seconded that the Park Board of Commissioners approve a contribution as budgeted to the Early Childhood Collaboration in the amount of \$5,000.00. A second year contribution in 2011 in the amount of \$5,000.00 is authorized subject to approval in the 2011 budget. The Park Board was reminded of the presentation at the Committee of the Whole by Carolyn Newberry Schwartz, Executive Director, of the CECCE and Jennifer Pawlowski, PDOP Early Childhood Supervisor and the benefits of the collaboration and the great working relationship we've had in the past. **The motion passed with a roll call vote of 5:0.**

2. Appointment of Park District Senior Advisory Committee Representative

(Roll Call Vote)

Commissioner Graves: Commissioner Graves moved and Commissioner Bullock seconded that the Park Board of Commissioners approve the addition of Anna Mui to the Park District's Senior Advisory Committee for one full term commencing immediately. The Park Board was notified that Anna Mui had been invited to the Regular Board meeting but was unable to attend. She was very excited about the appointment. **The motion passed with a roll call vote of 5:0.**

B. Buildings and Grounds/Facility Maintenance: Commissioner Bracco

1. **Conservatory Tropical Room Restoration Bids***

(Roll Call Vote)

Commissioner Bracco: Commissioner Bracco moved and Commissioner Graves seconded that the Park Board of Commissioners approve the following for the 2010 Conservatory Tropical Room improvements:

1. **Acceptance of the bid and hiring Colfax Corporation of Chicago, Illinois for the lead abatement and painting work in the amount of \$75,023.**
2. **Acceptance of the bid and hiring Gilchrist Plumbing of Oak Park, Illinois for the plumbing work in the amount of \$3,800.**
3. **Acceptance of the bid and hiring Pat McDonald of Oak Park, Illinois for the wood, masonry and steel work in the amount of \$65,500.**
4. **Acceptance of the bid and hiring Oak Electric of Oak Park, Illinois for the electrical work in the amount of \$38,365.**
5. **Acceptance of the bid and hiring Hummert International of Earth City, Missouri for greenhouse upgrades and glazing work in the amount of \$48,596.56.**

The Park Board was given the updated numbers from Neil Adams, Project Manager, on the bids received. The Park Board was reminded of the discussion that took place during the Committee of the Whole and were brought through the final numbers and recommendations for the Tropical Room renovations. **The motion passed with a roll call vote of 5:0.**

C. **Administration and Finance Committee:** None.

IX. NEW BUSINESS

1. **IDNR OSLAD Grant - DOC-3 Resolution – Oak Park – Mills Park Development***
(Roll Call Vote)

Commissioner Bracco: Commissioner Bracco moved and Commissioner Valentine seconded that the Park Board of Commissioners adopt the Resolution of Authorization for the State of Illinois Department of Natural Resources OSLAD grant application and authorize Executive Director Balling to sign the Agreement. The Park Board were brought up-to-date on the switch from Scoville Park, originally thought to be in the running, to Mills Park due to timing issues with site plans. The PDOP did not want to jeopardize the grant due to the close deadline or have incomplete or questionable plans as Scoville is still in the planning stages. The Park Board agreed it was good to go after the grant for Mills Park and any grant money awarded would be very beneficial. **The motion passed with a roll call vote of 5:0.**

2. **Museum Capital Grant – Pleasant Home and Mills Park***
(Roll Call Vote)

Commissioner Bullock: Commissioner Bullock moved and Commissioner Graves seconded that the Park Board of Commissioners authorize the Executive Director's signature on the MC/DOC-2 Public Museum Statement. Should it be awarded, funding of this level brings not only much needed support, but strong credibility at a state level, and would allow Park District capital funds to be used for other projects at Pleasant Home and in Mills Park. This Museum Capital Grant is being applied for by the PDOP and the Pleasant Home Foundation as a team. The Park Board was informed that they are applying for the grant for the perimeter fence restoration and the summer dining porch restoration. **The motion passed with a roll call vote of 5:0.**

3. **Department of Commerce and Economic Opportunity – FY 10 Infrastructure Grant #10-203405**
(Roll Call Vote)

Commissioner Bracco: Commissioner Bracco moved and Commissioner Graves seconded that the Park Board of Commissioners review and if need approve the DCEO Grant. The Park District has been awarded a \$100,000 grant for costs associated with general infrastructure. Staff members are currently completing a survey as required as part of this grant. This grant is part of legislation from the Build Illinois Bond Fund passed in 2009. The PDOP originally heard about this grant about 6-8 months ago which we were awarded for infrastructure work. About two weeks ago the PDOP was told to do a survey to identify the work to be done. It is extremely timely and the Park Board was informed of the paperwork that would be forwarded on the PDOP's behalf for this opportunity. **The motion passed with a roll call vote of 5:0.**

4. **Randolph Tot Lot Easement***
(Roll Call Vote)

Commissioner Bracco: Commissioner Bracco moved and Commissioner Graves seconded that the Park Board of Commissioners approve—in substantially the form provided to the Board and in final form approved by the Executive Director and Park District Attorney—an access and maintenance Easement Agreement, granting a non-exclusive easement to the owner of the building on the property abutting the Randolph Tot Lot (known as 305-315 South Oak Park Avenue and 803-805 Randolph Street), in accordance with the Letter Agreement between that owner and the Park District dated April 13, 2010, for maintenance of walkways, fence gates, and landscaping south of the fence being built on the Randolph Tot Lot. This is the second part of the Agreement between the owner of the apartment and the PDOP. The responsibilities of the Owner were listed for the Park Board along with the contributions. From the first part of the Agreement, the PDOP was owed two payments which the PDOP has received the first payment in a timely manner. **The motion passed with a roll call vote of 5:0.**

VII. COMMISSIONERS' COMMENTS

- **Commissioner Bracco** – attended the Teen Drug/Alcohol forum which was very heavily attended with a lot of concern. The meeting presented the facts that Oak Park drug and alcohol problem was a lot bigger than most of the other cities in the United States. Marty pointed out that we have done a good job in our parks in the past but we are part of the solution and can always be more vigilant. Various areas were noted as sites used by teens for drug and alcohol use in the meeting. The police have asked that you contact them immediately for loitering or suspicious behavior. Secondly, in response to some emails regarding shifting some of our programs and our dollars towards social service work he wanted to respond that we provide many jobs and feels that the PDOP, one of the highest teen employers, does a good job in that area.
- **Commissioner Bullock** – attended the Pleasant Home Foundation meeting. They wanted to express their appreciation to the Park District for their relationship and what the PDOP does for them. At that meeting a discussion took place regarding their lease. Jessica also commented on how well the gymnastics lottery went.
- **Commissioner Graves** – attended the Library Board meeting where the Scoville Plans were shown. They seemed very receptive to the ideas presented by Altamanu, Inc.; there was support of the reading room changes. Chris also attended another meeting with Gary, April and Mary Bird. Ms. Bird was very pleased with the improvements and changes to our Scholarship program and had praise for the work within the schools and with the social workers to incorporate it. Longfellow Basketball courts supervision was discussed. She was pushing for a part-time position to become full-time and felt it wasn't happening purely for economic reasons. Rather, the position was staying part-time because it is a part-time position and other part time people cover the other hours.
- **Commissioner Valentine** – attended the School Board Meeting and thought it went very well. Lise also attended the Scoville Park planning meeting and thought that it was well attended by the

different groups and commented on how well the advertising has been for the planning of Scoville. She also attended the FOPCON Strategic Planning meeting. They want to draw attention to the Conservatory's role in Oak Park by continuing plantings. They are also working on fundraising for the next phase at the Conservatory. The staffing task force was discussed there along with the emailing of educational programming into the urban schools.

- **President Gartland** – wanted to reiterate the point that hiring should be done per need only. It is very important to have the position be active and needed.

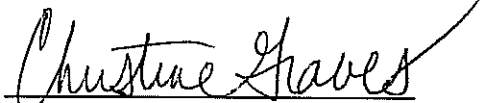
VIII. EXECUTIVE SESSION

At 8:27 pm Commissioner Graves moved and Commissioner Valentine seconded to go into Executive session for the discussion of the purchase or lease of real property for the use of the District and the discussion of appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the District, including hearing testimony on a complaint lodged against an employee to determine its validity in accordance with section 2 (C) (5) and 2 (C) (1) which are exceptions of the Open Meetings Act.. The motion passed with a roll call vote of 5:0.

At 9:58 pm there was a motion made by Commissioner Bracco and seconded by Commissioner Graves to adjourn to Executive Session. The motion passed a roll call vote of 5:0.

IX. ADJOURN MEETING

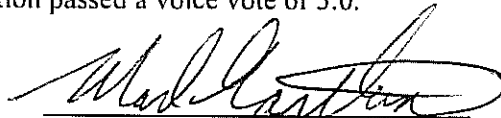
At 9:59pm there was a motion made by Commissioner Bracco and seconded by Commissioner Graves to continue the Board meeting to June 3, 2010. The motion passed a voice vote of 5:0.



Secretary
Board of Park Commissioners

June 17, 2010

Date



President
Board of Park Commissioners

June 17, 2010

Date