



**Park District of Oak Park  
Regular Board Meeting  
John Hedges Administrative Center  
218 Madison, Oak Park, Illinois  
Thursday, April 22, 2010 at 7:30pm**

**Minutes**

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

**I. ROLL CALL**

**Present:** President Gartland, Commissioners Graves, Bullock and Bracco. Commissioner Valentine was absent.

**Park District Staff present:** Gary Balling, Executive Director; Mike Grandy, Superintendent of Buildings & Grounds; Matt Ellmann, Superintendent of Recreation; Chrys Meador, Human Resource Coordinator; and Karen Gruszka, Executive Assistant.

**II. APPROVAL OF AGENDA**

A motion was made by Commissioner Bracco and seconded by Commissioner Graves to approve the agenda. The motion was passed by a voice vote of 4:0.

**III. VISITOR/PUBLIC COMMENTS**

None.

**IV. CONSENT AGENDA**

A motion was made by Commissioner Bullock and seconded by Commissioner Graves to approve the Consent Agenda which includes the Fund Status Report and Warrants and Bills for the month of March 2010 dated April 13, 2010; Park Board minutes from the March 4, 2010 Committee of the Whole meeting and the March 18, 2010 Regular Board meeting; Executive Minutes from March 18, 2010, June 18, 2009, May 21, 2009, April 23, 2009, March 19, 2009, November 13, 2008, October 2, 2008, February 21, 2008, November 15, 2007, September 20, 2007, August 23, 2007 and April 5, 2007; the Art Advisory Committee – The Pillow Recommendation for Austin Gardens; and the Summer Camp Transportation Bid. The motion was passed by a roll call vote of 4:0.

**VII. STAFF REPORTS**

**A. Director's Report**

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

1. **Wenonah Tot Lot** – Great opening of Wenonah Tot Lot this evening. It was completed two weeks early. Thanks to Neil Adams, Mike Grandy, and Diane Stanke. There was a great turnout and a nice moment for the Park District to Shine.
2. **Illinois State Representative Ford** – A representative from State Senator Ford's office attended the Scoville Community Meeting along with the Wenonah Tot Lot opening. There have been discussions about a tour of Maple Park with him.
3. **Conservatory Rubenstein Memorial Garden** – Checks for the Memorial Garden were dropped off on Monday, April 19, 2010 by The Friends of the Oak Park Conservatory (FOPCON) for \$140,000 and Clara Rubinstein for \$90,000. A picture of me receiving the checks are in the Conservatory e-newsletter. The project is ready to begin and all are very excited.
4. **Scoville Park** – The 2<sup>nd</sup> Community Meeting went really well. There was a nice mixture of people there; neighbors, tennis enthusiasts, business, members of the PDCC. The plans are coming along nicely. The plans-to-date will also be presented at a Joint Meeting of the PDCC and the Park Board which will be held on Monday, April 26 at 7:30pm, at Field Park.
5. **Euclid Square** – Is close to being bid out.
6. **Audit to Begin** – The Audit is completed. I spoke with Dell from Lauterback & Amen and the Audit was all clear. This year there also were a number of staff interviewed for the Audit.

7. **Day in the Village** – is June 6, 2010 and the Battle of the Bands is June 5, 2010.

**B. Division Managers' Reports (Updates & Information):** **Chris Meador presented the following information to the Board:** 1) PDRMA has a new Form 45 which Ron has put on the P-drive for our employees use for an accident or incident. 2) Ron is also supplementing our 1<sup>st</sup> Aide Kits that will be able to be signed out by the facilities. 3) Ron will be conducting a drug and alcohol awareness on May 6 which is required annually. 4) Matt will be holding a Leadership Training at Cheney Mansion on May 19. 5) Matt continues to work with PROS, the company hired to do our Cost of Service Study, to clarify and finalize their information. 6) The Recreation Department will be looking at their fleet and attending a fleet expo. 7) Matt and his department are also working on the affiliates background checks and certification. 8) Matt continues to stress the F.I.R.S.T. Impression theme and reminded everyone to continue to use it every day! 9) Christine Keating is busy covering the facility rentals while Christina Waters is on maternity leave. 10) Cynthia Newell and Trina Hartzog went to a public speaking seminar. 11) The Conservatory is very busy preparing for their plant sale. 12) The Conservatory is looking for volunteers to dig up the tulip bulbs after they are done blooming. Anyone interested in helping with this should contact Henrietta. 13) The Conservatory hired 4 new employees, three for camps and one to help with horticulture. 14) Adult summer softball is up and running. 15) Bobbi Nance is working on getting the permits all entered. 16) Diane let everyone know that there were 206 followers of twitter and 197 facebook. 17) The Communications department is working on getting new pictures up on our splash page. 18) Joanna is doing a great job on getting sponsorships she recently added Dominican, Elmhurst Clinic, and Advanced Clinical Medico. 19) 140 offers have gone out to new hires for the summer seasonal employees, only 23 have come in to the welcome session. 20) If sharing employees between departments, please watch hours and their classification! The information is in the new personnel manual explaining how the hours will only be counted in one position and could affect some part-time employees (approximately 12 employees). 21) A new Accounting Supervisor has been hired and has the tentative starting date of May 6. 22) There is a day off of school next week which a special event is running for the kids. 23) The dance recital is next Saturday and the Mom & Me Tea is next weekend. 24) April has been meeting with candidates for scholarships. 25) Summer hiring is near complete for the Aquatics department. 26) Mike, Chris and Jenny will be attending an Aquatic Risk Management Training at PDRMA next week. 27) The Rink report is just about complete. 28) The Polar Bear Fliers went out today, Jennifer La Fleur did a great job on them. 29) The filter for Rehm arrived this week. They are now only waiting for the plate that it sits on. 30) Bike racks are in and ready to be cemented into their locations. 31) Cheney Mansion held two great pre-school classes yesterday with composting and recycling. 32) Cheney will be hosting a DePaul University function with over 200 people in attendance. 33) May 1<sup>st</sup> is the Infant Welfare Derby Gala as well as WSSRA's Derby Gala – two great causes! 34) Trains will be running on time at Rehm Park. 35) Maintenance has stabilized a tennis fence at Taylor Park.

## **VI. OLD BUSINESS**

### **A. Recreation and Facility Program Committee – Commissioner Graves**

#### **1. Intergovernmental Agreement for Township Youth Interventionists/Coordinators (Roll Call Vote)**

**Commissioner Graves: Commissioner Graves moved, and Commissioner Bracco seconded, that the Board approve the Intergovernmental Agreement with Oak Park Township Youth Services for Youth Interventionists/Coordinators for two years commencing on July 1, 2010 and extending through June 30, 2011.** Director Balling commented how he felt that the Intergovernmental Agreement with Oak Park Township Youth Services for Youth Interventionists/Coordinators has been one of our greatest assets. The Board agreed and commented on the value of the Agreement and how the collaboration saves tax payers money. Both Stevenson Park and Longfellow Park are prime examples of this collaboration. If adjustments need to be made to this Agreement, the Board is ready to make the adjustments in upcoming Board Meetings. **The motion passed with a roll call vote of 4:0.**

**B. Buildings and Grounds/Facility Maintenance: Commissioner Bracco**

**1. Mills Park Fencing Restoration Design Proposals Garapolo Maynard Architects and Altamanu, Inc.**

**(Roll Call Vote)**

**Commissioner Bracco: Commissioner Bracco moved and Commissioner Bullock seconded, that the Board award the following proposals for Mills Park:**

- 1. Altamanu, Inc. of Chicago, Illinois in the amount of \$6,993 for professional landscape architecture services for design development of proposed new entryways along Home Avenue and Pleasant Street.**
- 2. Garapolo Maynard Architects of Oak Park, Illinois in the amount of \$17,200 for professional architecture services to develop construction documents for the restoration of the steel fencing, limestone pillar, and walls along Home Avenue and Pleasant Street. This cost includes \$9,300 for architectural services and \$7,900 for engineering services.**

The Board was shown the three openings in the fence that will be completed on a plan of Mills Park along with a brief discussion of the fence repair. The second part of the work will be the walkways and the plans for the park landscape next spring. Signs and fact sheets will be posted at the openings during the winter advising when the walkways would be put in.

**The motion passed with a roll call vote of 4:0.**

**2. Integrated Pest Management Policy (IPM)**

**(Roll Call Vote)**

**Commissioner Bracco: Commissioner Bracco moved, and Commissioner Graves seconded, that the Board recommends that the Park District of Oak Park's Board of Commissioners approves the attached IPM policy and incorporate it into the District's Environmental Policy.** The Board was reminded of the policy that was discussed during the Committee of the Whole Meeting. Once approved, this policy is able to move forward. **The motion passed with a roll call vote of 4:0.**

**C. Administration and Finance Committee: Commissioner Bullock**

**1. Community Survey Proposal Leisure Vision**

**(Roll Call Vote)**

**Commissioner Bullock: Commissioner Bullock moved and Commissioner Graves seconded, that the Board award the proposal from Leisure Vision ETC Institute, Olathe, Kansas, for \$24,800 to conduct a community attitude and interest survey, guaranteeing the collection of 1,000 completed surveys.**

A committee has been meeting with Ron Vine of Leisure Vision regarding the Community Survey and are very pleased with the process so far. Leisure Vision also conducted the 2003/2004 Survey for the CIP. They will be using similar questions along with specific questions geared towards Ridgeland Common and our gymnastics program. These questions will come before the PDCC and the Board for their input prior to the survey this fall. 1,000 surveys will be collected along all the geographical areas. **The motion passed with a roll call vote of 4:0.**

**2. Appointment of Board Officers**

**(Roll Call Vote)**

**Commissioner Bullock: Commissioner Bullock moved and Commissioner Graves seconded, that the Board confirm the Park Board's positions.** The Board confirmed that they will stay with their current positions: Mark Gartland, President; Marty Bracco, Vice-

President; Christine Graves, Secretary; and Lise Valentine, Treasurer. **The motion passed with a roll call vote of 4:0.**

**3. Appointment of FOPCON, Pleasant Home Foundation, Park District Citizen Committee And Memorial Trust Representatives (Roll Call Vote)**

**Commissioner Bullock:** Commissioner Bullock moved and Commissioner Graves seconded, that the Board confirm the committees of the Park Board. The Board confirmed the following committees: FOPCON, Lise Valentine; Pleasant Home Foundation, Jessica Bullock; Park District Citizen Committee, Chris Graves and the Memorial Trust Representative, Mark Gartland. Marty Bracco was confirmed as the WSSRA representative in an earlier Board Meeting this year. **The motion passed with a roll call vote of 4:0.**

**IX. NEW BUSINESS**

No new business.

**VII. COMMISSIONERS' COMMENTS**

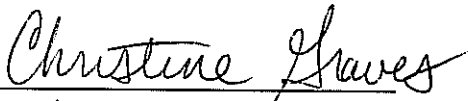
- **Commissioner Bracco** – The WSSRA Derby Gala is Saturday, May 1, 2010. It will be a great time and is for a great cause and hopefully will be well supported. He also wanted to give kudos to the Oak Park Conservatory, the Belmont Village took a trip out to the Conservatory and had a fantastic time. They were all very excited and had nothing but great comments.
- **Commissioner Bullock** – Nothing.
- **Commissioner Graves** – Commented on how nice the new bench seats over at Carroll were. She also wanted to say how pleasant and helpful the customer service were.
- **Commissioner Valentine** – Absent.
- **President Gartland** – Just wanted to extend thanks and give kudos for Executive Director Balling's 10 year Anniversary.

**VIII. EXECUTIVE SESSION**

No Executive Session.

**IX. ADJOURN MEETING**

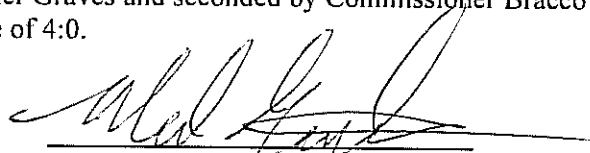
At 8:22 pm there was a motion made by Commissioner Graves and seconded by Commissioner Bracco to adjourn the meeting. The motion passed a voice vote of 4:0.



**Secretary  
Board of Park Commissioners**

**May 20, 2010**

**Date**



**President  
Board of Park Commissioners**

**May 20, 2010**

**Date**