PARK DISTRICT OF OAK PARK
Committee of the Whole

Oak Park Conservatory
615 Garfield St., Oak Park
Thursday, March 3, 2005 7:30pm

Minutes

I. Call to Order/Roll Call

The meeting was called to order at 7:39pm by President Kelly.
Commissioners Present: President Kelly. Commissioners Gartland and Philion.
Staff Present: Gary Balling, Executive Director; Kent Newton, Superintendent of Business Operations; Mike Grandy, Superintendent of Buildings and Grounds; John Seaton, Manager of Conservatory Operations; and Lisa Lightcap, Business Operations/HR Assistant.

II. Administration and Finance Committee

A. Referendum Information and Education

Director Balling stated that the Park District referendum has received endorsements from Districts 97 & 200, the Library and the Township. The election is April 5.

B. Park District Citizen Committee

Kathy Stohr has submitted her application to be considered for the new Chair of the Park District Citizen Committee. Kathy served on the previous PDCC and would take Doug Varn's place as chairperson. The Board gave consensus that Ms. Stohr should be approved as chair of the committee and will take action on this at the March Regular Board Meeting. Next steps for the committee will include the development of a mission statement and the search and appointment of new committee members.

C. Historical Society Agreement

Director Balling presented the Board with the most current version of the Historical Society Agreement which he has been working on with Superintendent Newton and Frank Lipo of the Historical Society. The agreement is pending review by the Historical Society Board, but should be ready for the Board to consider action at the March Regular Board Meeting.

D. FOPCON/ Conservatory Copier Lease

Superintendent Newton explained that the Friends of the Oak Park Conservatory have requested that the copier shared by the Park District and FOPCON be replaced. Request for Proposals were sent out for the Conservatory's copier service in March 2004, at which time FOPCON decided to wait. Proposals to replace this copier were received by the two copier vendors we currently use. Minolta provided the lowest cost option and the best machine. Staff recommended that the Board accept Minolta as the best proposal for the Conservatory copier and direct staff to develop a 60 month copier lease agreement with Minolta. The Board gave consensus that this proposal should be accepted and will take action on this item at the March Regular Board Meeting.

E. FOPCON Agreement

Superintendent Newton explained that an addendum to the Affiliation Agreement between the Friends of the Oak Park Conservatory and the Park District has been created to include FOPCON's reimbursement of the Park District for services rendered by the Park District's head grower for their annual herb sale and for the copier lease agreement. The Board gave consensus that the

agreement should be accepted and will take action on the addendum at the March Regular Board Meeting.

III. Recreation and Facility Program Committee

A. Status on Partner/Affiliation Agreements

Director Balling discussed the status of the Partner Agreements with sports groups. The agreements outstanding include AYSO and Youth Baseball. These agreements should be complete and put before the Board in the next month.

IV. Buildings and Grounds/Facility Maintenance

A. Mass Sheltering and Dispensing Sites for Village of Oak Park

Director Balling discussed the request from the Village of Oak Park that the Park District sign an agreement for partnering with the Oak Park Department of Health in the case of a large-scale disaster or bioterrorism event affecting our community. Director Balling has sent the proposed agreements to PDRMA for their review. Other area Park Districts have been working through similar agreements and Superintendent Grandy and staff has been through some training session regarding this topic. More information will be presented to the Board in the next month.

B. Meetings for Austin Gardens Site Master Plan

Two Community Meetings have been held to review and receive input on Carol Yetken's three proposals for the Site Master Plan for Austin Gardens. 15 people were in attendance at the first meeting and four people attended the second meeting. Ms. Yetken will discuss the comments received from the meeting and will narrow down the plans to one for the April Board Meetings.

C. Barrie Park Remediation and Restoration Update

Director Balling discussed the status of the Park. The lead paint found in the Barrie Center basement will be removed in an environmentally sound way. A meeting has been scheduled with SEOPCO to give them an update on Barrie Park. The IEPA has given tentative approval of the Tier III Report. This will require 20 significant revisions to the report. This report affects the Park District's insurance and ability to open the Park.

V. New Business – No Action.

VI. Executive Session – No Action.

VII. Adjournment

A motion was made by Commissioner Philion and seconded by Commissioner Gartland to adjourn the meeting at 8:14pm. Motion carried in a voice vote of 3:0.

Secretary	**President**
Board of Park Commissioners	**Board of Park Commissioners**
August 18, 2005	**August 18, 2005**
Date	**Date**