Park District of Oak Park
Regular Board Meeting
218 Madison Street-Hedges Administration Center
Oak Park, Illinois
Thursday, February 16, 2006

Minutes

The meeting was called to order at 7:35 p.m.

I. ROLL CALL

Present: President Kindler, Commissioners Bracco, Gartland, Graves and Philion.
Park District Staff present: Gary Balling, Executive Director; Kent Newton, Superintendent of Business Operations; Matt Ellmann, Superintendent of Recreation; Mike Grandy, Superintendent of Buildings & Grounds; Lorie Reid Fuller, Accounting Manager; Bill Hamilton, Manager of Revenue Facilities; Diane Stanke, Manager of Administrative Services; John Seaton, Manager of Conservatory Operations, Lisa Lightcap, Business Operations/HR Assistant; and Julie Garrigues.

II. APPROVAL OF AGENDA

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

III. VISITOR/PUBLIC COMMENT

No visitor/public comment.

IV. COMMUNITY SERVICE AWARDS - Patrick Botticelli, Bill Casey, Judy Shelpelak and Spannuth Boiler Company were recognized for their outstanding contributions and unselfish devotion toward the advancement of parks, recreation and leisure in the Oak Park community and in Illinois. **Patrick Botticelli,** an Oak Park resident since 1974, has been involved with the Park District of Oak Park's adult basketball league for 32 years. He initially attended the league to simply participate as a player. Then in 1987, he began to monitor the program at the Irving School location and continues to this day to make the league at Irving School a welcoming place for residents to gather, socialize, and laugh – all while still playing a decent game of hoops. **William Casey** has been a staple of the Park District's successful Dog Obedience program for over 30 years. Bill began instructing dog obedience classes as a solo instructor in Oak Park in the spring of 1974. Currently his classes are led by his four assistants. Oak Park residents have benefited from Bill's loyal and sustained efforts in dog obedience and instruction, and the Park District considers him an asset to its Dog Obedience programs. **Judy Shepelak** started as a volunteer at the Oak Park Conservatory in 1993. She did a spring internship in 1994 at the Conservatory. She designed the original booklet format for the Friends of Oak Park (FOPCON) annual Herb and Scented Plant Sale catalog, and ran the Sale in both 1995 and 1996. She joined the FOPCON board in 1997 and edited the FOPCON newsletter from 1998 to 2003, at which time she became president of the Board. Her tireless efforts on behalf of FOPCON have served to promote the Oak Park Conservatory in the community. **Spannuth Boiler Company owned and operated by brothers, Keith, Kirk, and Scott Golz**, has enriched the lives of Oak Park residents through their efforts on behalf of the Park District of Oak Park. Spannuth Boiler Company came to the Park District's rescue in the winter of 1999 when a power outage threatened to destroy the entire Park District plant collection at the Conservatory. They used the large commercial welder mounted on their one-ton truck to function as a generator. They monitored the machinery through the night and the efforts of these talented men saved the 70-

year-old exotic plant collection. Also, their quick attention to assisting in the repair of leaking pipes at the pools and the Ridgeland Common Ice Rink have been considered going beyond the call of duty.

V. INTERMISSION

The Board took a brief recess to personally greet the Community Award recipients.

VI. CONSENT AGENDA

A motion was made by Commissioner Gartland and seconded by President Kindler to approve the Consent Agenda, which includes **the Fund Status Report, Warrants and Bills dated February 16, 2006; Minutes from the Joint Meeting of November 28, the Continued Meeting from November 10, the Truth in Taxation Public Hearing of December 1, the Committee of the Whole Meeting of December 1 and the Regular Board Meeting of December 15; the 2006 Festival Theater Agreement; and Affiliate Agreements from Oak Park Youth Baseball and Windmills Softball.** The motion was passed by a roll call vote of 5:0.

VII. STAFF REPORTS

A. Director's Report:

Executive Director Gary Balling discussed the following:

1. **Dogs in the Parks** – The first community meeting for the Dogs in the Parks Master Plan was held last week with 23 people in attendance. The Dogs in the Parks Working Group met on Wednesday, February 15 to identify potential sites which will be presented to the public on Wednesday, February 15. Permit registration for the Temporary Dog Park and Dog Park Plus is up to 114 permits issued.
2. **Field Park Site Master Plan** – Focus groups for the Field Park Site Master Plan, being completed by Altamanu, Inc., are scheduled for today and the first Community Meeting is scheduled for Wednesday, March 1.
3. **Transfer of Properties** – It is anticipated that title work for the transfer of properties from the Village of Oak Park along with working to complete a General Intergovernmental Agreement will be completed possibly by May.
4. **St**. **Edmund's Use of Scoville and Mills Parks in 2007** – At the February Committee of the Whole Meeting, it was the Board's consensus that St. Edmund Parish may use Scoville and Mills Parks for their 100 year anniversary mass and parish picnic. This will echo a similar gathering that took place over 100 years ago.
5. **Recreation Center Historical Stewardship Committee** – At the February Committee of the Whole Meeting, the Board discussed the Historical Stewardship Committee. Director Balling will be working with Commissioner Philion to recruit members for the Committee and presenters.

B. **Division Managers' Reports (Updates & Information): presented the following information to the Board**: 1.) Tracy Domino has processed two payrolls for the Pleasant Home Foundation since January 1 as part of the accounting services the Park District is now performing for the Foundation. 2.) Purple Monkey completed the addition of drop down menus to the Park District website. More revisions are forthcoming. 3.) The spring brochure is at the printer and is scheduled to be delivered to residents on or after Saturday, February 25. This brochure was particularly challenging as the recreation department has begun to shift program responsibilities. Jennifer LaFleur unveiled a new cover design. Kudos to Jennifer and Judy Weik for managing this seasonal project and creating a promotional piece that conveys a professional image of the Park District to our residents. 4.) A grant was submitted to the Friends of the Oak Park Conservatory to request a 20% contingency allocation for additional improvements to the Conservatory that will complement the Desert Room Lead Abatement Capital Project. 5.) The temporary dog park at Ridgeland Common

got off to a good start after solving a problem with drainage in the cement area. A trench was built that was filled with drainage material and pea gravel. Staff also spread 155 cubic yards of mulch and secured signage, trashcans, a 6"x 6" wood border, fencing, and a major cleaning of the asphalt drive for the grand opening on January 21. 6.) HEPA, the abatement company that performed so well for us on the Conservatory lead abatement project, performed a removal of some contaminated drywall, which surrounded the boiler in the basement of Pleasant Home. Bob Rochon and Victor Munoz then replaced the walls with a combination of cement board and waterproof drywall. 7.) Henrietta Yardley has been very busy sowing seeds and potting plants for the Conservatory displays, the annual Herb and Scented Plant Sale, and the parks displays. Work was done by volunteers as well for the Conservatory Spring displays. 8.) Mark Omi worked on late winter pruning in the Tropical Room to capture as much light as possible. Mark was also re-certified as a pesticide applicator scoring 95% and 100% on the two tests. 9.) The Conservatory hosted the Dogs in the Park first community meeting on February 8 and the *Friends* held their annual meeting at the Conservatory on February 12. 10.) Walk-in Wednesdays at Cheney Mansion continued from 11am to 4pm through January. 11.) Meetings concerning the use of Cheney Mansion as the Designer Showcase House included a walk-through with Lesley Gilmore and Bob Franzen from Gilmore-Franzen Architects, Inc., and ASID meeting with Gary Balling and Kent Newton, and a meeting with the Park District and Infant Welfare representatives.12.) Laura Thompson was reading through "Old House Interiors" national magazine and discovered that there are two photos (front elevation and grand hallway) of Pleasant Home in a review of Paul Duchscherer's new book, which he touted at the "Beautiful Bungalows" event in October. Hopefully, this national exposure will give Pleasant home a little boost. Laura plans to write a letter to their editor with Pleasant home tour information and that the house is open to the public. 13.) The mold in the basement boiler room has been remediated, the back entryway is patched, and the first and second floors have been repaired. The floors are not perfect but they look good and are now much safer until we can address a more permanent repair. Special thanks to the Park District & Buildings & Grounds staff members for their assistance. 14.) Matt Ellmann has been working with staff to engage the first phase of the Recreation Department Reorganization. Job notices have been posted and advertised for the Revenue Facilities Maintenance Supervisor and the Aquatic & Rink Programs Supervisor positions. Some strong candidate resumes have already been received for the programming position and interviews will be arranged next month. Matt hopes to have the positions filled in April, well in advance of the pool operation season. 15.) With Lisa Lightcap's assistance, Matt and the Recreation Department Managers have been working on ways to improve the summer seasonal employee hiring process. Collectively the group has developed a new, more cooperative system ,which is already proving beneficial. Additionally, the group is working on improving staff recruitment with plans to revamp hiring marketing materials and displays. The group has already scheduled to make appearances at upcoming job fairs. 16.) Our final sessions of weekday and Saturday skating lessons are almost all filled, with over 800 participants. Saturday lessons alone have 300 students. We added a fourth lesson slot this year to accommodate increased demand on Saturdays and spread the start and end times between classes to minimize congestion. 17.) Suburban Fence has been contracted to complete the fence work that will open up more deck space at Ridgeland Common. The work will be completed by the third week in February. Prices are still being sought to alter the brick wall by the diving well, which will be shortened and opened in the middle to allow access to the new area. 18.) Bobbi Nance has done a great job of promoting the teen programs. Thirty-four teens headed to North Chicago for the paintball excursion on January 16. The following week 41 teens traveled to Alpine Valley for a day of skiing and snowboarding. On February 3-4, Bobbi took 19 teens to the IPRA overnight ski trip at Chestnut Mountain, Galena, IL. On Friday, February 10, Bobbi met Doug Varn and Gary

Balling at the Friday Night Place at Julian Middle School with the purpose of looking at future partnerships. 19.) The Daddy Daughter Sweetheart Dance is scheduled for Friday, March 3 at Cheney Mansion. The dance will be held on only one evening this year and enrollment has already reached maximum enrollment of 100 participants. 20.) The third session of playschool started this month. The Barrie Playschool is at its maximum with 18 children (and a wait list). Charity Luter has started another playschool at Andersen that meets Wednesdays and Fridays. The Preschools are all doing well, and enrollment is still increasing as more children are turning three. One of the preschool teachers, Theresa Brown, had a baby at the beginning of the month, and she will be on leave for the next few months. Charity has hired two new teachers – one to assist with Mi Escuela, and one to assist with the new Andersen Playschool. The Carroll Preschool was extended an extra hour for each class day, at the parents' request. New sessions of the other early childhood programs have begun, along with the dance classes. 21.) Liz Visteen and Heidi Garton attended the IPRA Conference January 26 through January 28. It was Heidi's first conference and she made several good contacts and gathered many new ideas for senior programming. The Active Adult Membership is up to 196 seniors. Tickets are still available for the Bulls game on February 22 if anyone is interested in attending. Ticket price is $25. 22.) The Valentine's Day Luncheon – A Celebration in Red! Will take place on February 17. Other events include a new addition, Senior Game Day on February 9, and movies on February 15 ("*Erin Brockovich"*) and March 8 (*"Driving Miss Daisy"*). 23.) The gym is currently running 63 classes per week serving 650 students, not including team members or practice times.

VIII. OLD BUSINESS

A. Building and Ground Committee
No Action.

B. Administration and Finance Committee
No Action.

C. Recreation and Facility Program Committee
No Action.

IX. NEW BUSINESS

No New Business.

X. COMMISSIONERS' COMMENTS

Commissioner Bracco reminded the Board that the Field Park first community meeting will take place on March 1 and he thinks the site master plan process is going well. With staff, Commissioner Bracco will participate in the interview process consultants for OSLAD grant which is due July 1. He stated that he is happy that several are being honored with Community Service Awards and that a business is being honored as it is important to acknowledge the business community's role in assisting the Park District and community.

Commissioner Gartland had no comments.

Commissioner Graves said she will be a tee-ball coach this year. She thanked the Ridgeland Common staff for providing the public with information about the pairs figure skating Olympian who grew up using Ridgeland Common. She also mentioned the leaky roof at Ridgeland Common. She concluded that she is proud that the Park District honors and thank people in the community and know that there are many others that work with the park district that haven't been thanked.

Commissioner Philion had no comments.

President Kindler stated that the Community Service Awards is his one of his favorite meetings to attend because the people who put their heart and soul into Park District deserve this important recognition.

XI. EXECUTIVE SESSION

At 8:58 pm a motion was made by Commissioner Gartland and seconded by Commissioner Graves to adjourn to closed session for the discussion of pending or probable litigation against, affecting or on behalf of the District in accordance with sections 2 (C) (11) which are exceptions of the Open Meetings Act. The motion passed in a roll call vote of 5:0.

XII. ADJOURNMENT

At 9:37 pm a motion was made by Commissioner Gartland and seconded by Commissioner Philion to adjourn. Motion carried in a voice vote of 5:0.

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Secretary	**President**
Board of Park Commissioners	**Board of Park Commissioners**
March 16, 2006	**March 16, 2006**
Date	**Date**