



**Park District of Oak Park  
Regular Board Meeting  
Hedges Administrative Center  
218 Madison Street, Oak Park, Illinois  
Thursday, September 19, 2013 at 7:30pm**

Minutes

The meeting was called to order at 7:31p.m.

**I. ROLL CALL**

**Present:** Commissioners Guarino, Lentz, Wick and President Bullock. Commissioner Aeschleman was absent.

**Park District Staff present:** Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Bill Hamilton, Superintendent of Revenue Facilities; Maureen McCarthy, Superintendent of Recreation; Diane Stanke, Director of Marketing & Customer Service; and Karen Gruszka, Executive Assistant.

**Others Present:** Joan Fiscella, League of Women Voters and Rebecca Bibbs, Oak Leaves.

**II. APPROVAL OF AGENDA**

**The motion was passed by a voice vote.**

**III. VISITOR/PUBLIC COMMENTS - None**

**IV. CONSENT AGENDA**

A motion was made by Commissioner Guarino and seconded by Commissioner Lentz to approve the Cash and Investment Summary and Warrants and Bills for the month of August; Regular Board Meeting minutes and Executive Session Minutes from August 15, 2013; Park District Citizens Committee Nomination – Steven Miller and Renaming of Tot Lots. **The motion passed with a roll call vote of 4:0.**

**V. STAFF REPORTS**

**A. Director's Report**

Executive Director Arnold informed the Board of the following information in addition to her Executive Director's Report: construction updates on the GRC and RCRC; renovation of the Pleasant Home Summer Dining Porch has begun – Mike Grandy is supervising the project along with Heidi Ruehle-May; sports fields have been prepped by staff with weekly seeding; D97 Agreement discussions have begun – Commissioners Aeschleman and Lentz are part of group working on the agreement; the Accreditation visit is scheduled for Monday, October 23; planning for the Comprehensive Plan has begun with Commissioners Wick and Bullock helping the process; the Elected Officials BBQ is scheduled for Wednesday, October 2; the Community Service nominations are being taken; the NRPA Conference is the week of October 8-10, with Bill, Maureen and Commissioner Lentz joining her – Diane Stanke will be the point of contact for the Park District; Fall Fest is September 29; and the Scholarship Program has increased from \$7,866 allocated this time last year up to \$19,554. The Board questioned the increase and were informed the 50/50 threshold changing to a 75/25 split helped towards the increase.

**B. Division Managers' Reports (Updates & Information):** Diane Stanke, Director Marketing & Customer Service, presented updates and information to the Board.

**C. Revenue/Expense Status Report – None**

**VI. OLD BUSINESS**

**A. Recreation and Facility Program Committee -**

1. Collaboration For Early Childhood – 2 Year Contract\*

**Commissioner Lentz moved and Commissioner Wick seconded that the Board of Commissioners approve the Collaboration for Early Childhood for a two year contract with a \$6,000 funding allocation.** Executive Director Arnold asked the Board to approve the collaboration and reminded them of the great support they give our staff and the community. The Collaboration For Early Childhood were looking for an increase of \$1,000 per year for the period of 2014-2015. The Board was happy with the presentation given at the September COW explaining all that is provided with the collaboration and agreed it is a great program. **The motion passed with a roll call vote of 4:0.**

#### **B. Buildings and Grounds/Facility Maintenance**

##### **1. Lindberg Park – Professional Architectural Services\***

**Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners approve the hiring of Wolff Landscape Architecture for professional landscape architecture services in the amount of \$68,565, for the 2014 Lindberg Park Phase I Improvements.** Executive Director Arnold reminded the Board of the approved CIP with the plan for Lindberg Park to begin renovation in 2014. The OSLAD grant money, \$400,000, along with the CIP allocated funds will allow for improvements to the tennis courts, playground, shelter, walkways, baseball and soccer fields as well as the landscaping. The Board questioned the process of how Wolff Landscape Architecture came to be involved in the project and the cost of the shelter. They were informed that all the parks renovated from the Master Plan went out for competitive bid for professional architecture services and were awarded architecture firms individually. As each project came up for renovation, the awarded firm was contacted to begin the renovation. The Board were assured that due to the master planning process, the final costs for the project including the shelter, would be brought forward to the Board and due to the extensive process that each park goes through for the master plan and architectural services, the costs are very close to the projected costs. **The motion passed with a roll call vote of 4:0.**

##### **2. John Hedges Administration Building Architectural Services\***

**Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners approve the task order from Nagle Hartray Architecture of Chicago, Illinois, in the amount of \$31,850, to conduct the necessary needs exploration for the renovation of the John Hedges Administrative Building (218 Madison).**

Executive Director Arnold informed the Board that they were looking to Nagle Hartray, the Park District's architect of record, for the exploration of the 218 Hedges Administration Center to house the Buildings and Grounds department now that Gymnastics has moved. They will come back with a design and cost estimate in the spring of 2014. The Board asked if any relocation would take place and were told that it had not been decided if it would be more cost effective to do the building in phases or all at once. **The motion passed with a roll call vote of 4:0.**

#### **C. Administration and Finance Committee - None**

### **VII. NEW BUSINESS**

### **VIII. COMMISSIONERS' COMMENTS**

- **Commissioner Aeschleman** – Absent.
- **Commissioner Guarino** – Stated Barrie Fest was great, the fields are looking great and that they have heard great comments. He also mentioned how constantly busy Irving School's new turf is. It was noted that it was the only one open today due to the rain.
- **Commissioner Lentz** – Attended the Pleasant Home and WSSRA meetings. She reminded the Board of upcoming fundraisers including: the house tour, Jen Jensen's film at Lake Theatre, the Conservatory's Uncorked last event and also noted how busy Scoville Park has been.

- **Commissioner Wick** – Was impressed by Barrie Fest and felt that it had a small town charm and was very nice.
- **President Bullock** – Enjoyed Barrie Fest and informed the Board that the possibility of a Commissioners information table at future events such as the farmers market, and stated it should be discussed in the future.

**IX. EXECUTIVE SESSION**

At 8:04p.m. Commissioner Lentz moved and Commissioner Wick 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. **The motion passed with a roll call vote of 4:0.**

At 8:48p.m.a motion was made by Commissioner Lentz and seconded by Commissioner Guarino to adjourn the Executive Session. **The motion passed a voice vote of 4:0.**

**X. ADJOURN MEETING**

At 8:48p.m. the meeting was adjourned by a voice vote.

  
 Secretary  
 Board of Park Commissioners

October 24, 2013  
 Date

  
 President  
 Board of Park Commissioners

October 24, 2013  
 Date

