



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

**Minutes**

The meeting was called to order at 7:30pm.

**I. ROLL CALL**

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

**Park District Staff present:** Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Bill Hamilton, Superintendent of Revenue Facilities; Maureen McCarthy, Superintendent of Recreation; Mike Grandy, Superintendent of Buildings and Grounds; Mitch Bowlin, Finance Manager; and Karen Gruszka, Executive Assistant.

**Others Present:** Mark Burkland, Attorney, Eric Penny, Nagle Hartray; Gene Litterski, PMA; and Joan Fiscella, League of Women Voters.

**II. APPROVAL OF AGENDA**

The motion was passed by a voice vote.

**III. PUBLIC COMMENTS – None.**

**IV. CONSENT AGENDA**

A motion was made by Commissioner Guarino and seconded by Commissioner Aeschleman to approve the Cash and Investment Summary and Warrants and Bills for the month of November, 2013; Board minutes from the Continued Board Meeting, November 7, 2013, Committee of the Whole Meeting, November 7, 2013, Regular Board Meeting, November 21, 2013; the 2014 Board Action Calendar; and the 2014 PACT Agreements. **The motion passed with a roll call vote of 5:0.**

**V. STAFF REPORTS**

**A. Director's Report**

Executive Director Arnold provided the Board with the following information in addition to her Executive Director's Report: construction updates on RCRC, the received Comprehensive Master Plan competitive bids, the community survey, Cheney Mansion Greenhouse bids due in January, Henrietta Yardley's retirement and of the new Conservatory Manager Scott Stewart, FOPCON's East garden design concepts and that they are going back to their board for more funds, and the ice rinks at Austin Gardens, Longfellow and Lindberg which are all being run with a flag system showing the safety to skate on with weather conditions.

**B. Division Managers' Reports (Updates & Information):** Mitch Bowlin, Finance Manager, presented updates and information to the Board. The Board questioned if sales of dashboards on the outdoor fields had occurred and were informed they had not.

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

**VI. OLD BUSINESS**

**A. Recreation and Facility Program Committee – None.**

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

### **1. Landscape Contract\***

**Commissioner Aeschleman moved and Commissioner Guarino seconded that the Park Board of Commissioners approve the bid submitted by Northern Illinois Landscaping Company (NILCO) of Huntley, IL, for a one year contract for the amount of \$118,750.00.** Executive Director Arnold reminded the Board of the discussion at the Committee of the Whole including the Board's concerns with the turf being in the Agreement. Mark Burkland, attorney, stated that the turf could not be removed at this time or the entire bid would need to go out again as it would change the bid content. Executive Director Arnold informed the Board that the cost of turf replacement in the contract can be refunded if not used but it was beneficial to the Park District to lock in the cost should turf be needed. A Commissioner felt that turf should not be in the Agreement at all and once it is included, it would be used. The Board was reminded of the decreasing amount of turf replacement used in recent years and that the turf is also used in other areas such as repairing of the sled hill, playgrounds and in renovation areas. It was agreed upon to watch the amount of turf used during 2014 and the rebate to the Park District. **The motion passed with a roll call vote of 5:0.**

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

## **VII. NEW BUSINESS**

### **1. Ridgeland Common Recreation Complex Change Order – Roof Deflection\*\***

**Commissioner Aeschleman moved and Commissioner Guarino seconded that the Park Board of Commissioners approve the Ridgeland Common Recreation Complex Change Order for roof deflection in the amount not to exceed \$85,481.00.** Gene Litterski, PMA, and Eric Penny, Nagle Hartray, informed the Board why the change order for the roof deflection was needed and why it was not able to be detected during the bid process. The Board questioned the roof total cost and agreed that it is not something that should be skimmed on. Executive Arnold confirmed what was left in the contingency for the project and noted that the change order would be done in the most cost effective method and only where needed. **The motion passed with a roll call vote of 5:0.**

### **2. Park Foundation Gift – \$5,000 Shade Cloth – Cheney Mansion Greenhouse\*\***

**Commissioner Aeschleman moved and Commissioner Lentz seconded that the Park Board of Commissioners accept the Park Foundation's \$5,000 donation towards the Cheney Mansion Shade Cloth.** Executive Director Arnold reminded the Board of the Park Foundation's gift of \$5,000 that they wished to give towards a shade cloth at the Cheney Mansion Greenhouse and the discussion with Dick McKinlay at the December COW Meeting. The Board discussed procedures and prioritization for the choosing of areas for future gifts from the Park Foundation. **The motion passed with a roll call vote of 5:0.**

## **VIII. COMMISSIONERS' COMMENTS**

- **Commissioner Aeschleman** – Commented he was looking forward getting on the Park District outside ice rinks and wished everyone happy holidays.
- **Commissioner Guarino** – Wished everyone a great new year.
- **Commissioner Lentz** – Commented looking back at the year she remembers getting started with the Board and their achievements and feels their greatest achievement this year was the contribution to the Irving Field. She enjoys watching the children daily use the field. She attended the WSSRA meeting where the Board thanked everyone for all the work they are doing.
- **Commissioner Wick** – Remembered getting all the signatures needed to become a Board member this time last year. He then wished everyone happy holidays.
- **President Bullock** – Wished everyone happy holidays.

IX. EXECUTIVE SESSION – None.

X. ADJOURN MEETING

At 8:20pm the meeting was adjourned by a voice vote.

  
Secretary  
Board of Park Commissioners

January 16, 2014  
Date

  
President  
Board of Park Commissioners

January 16, 2014  
Date