



**Park District of Oak Park  
Regular Board Meeting  
Oak Park Conservatory  
615 Garfield Street, Oak Park, Illinois**

**Thursday, March 19, 2015 at 7:30pm**

**Minutes**

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

**I. ROLL CALL**

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

**Park District Staff present:** Jan Arnold, Executive Director; Mike Grandy, Superintendent of Buildings & Grounds; Kyle Cratty, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Bill Hamilton, Superintendent of Revenue Facilities; Kyle Sandine, Program Supervisor – Aquatic & Rink; Jamie Lapke, Program & Operations Manager – GRC; Chris Lindgren, Assistant Superintendent of Buildings and Grounds/Facility Maintenance; Diane Stanke, Director of Marketing and Customer Service; Travis Stephen, Sports Fields Manager; and Karen Gruszka, Executive Assistant.

**Others Present:** Mark Burkland, Attorney, Joan Fiscella, Women League of Voters, Kassie Porreca, and Marty Farmer.

**II. APPROVAL OF AGENDA**

A motion was made to approve the 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 Wick to approve the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of February, 2015; Continued Regular Board Meeting minutes, February 5, 2015, Committee of the Whole Meeting minutes, February 5, 2015, Regular Board Meeting minutes, February 19, 2015, and approval of the Executive Session Meeting minutes, February 5, 2015, PACT Agreement – Education Foundation, PACT Agreement - Fenwick High School, VOP/PDOP Intergovernmental Agreement – Parking, VOP/PDOP Intergovernmental Agreement – Taylor Street Drainage, and Disposal Ordinance 2015-03-01. **The motion was passed by a roll call vote of 5:0.**

**V. STAFF REPORTS**

**A. Director's Report**

Executive Director Arnold discussed items from her Executive Director's Report; following is additional information she wanted to update the Board on: Julian/Brooks Middle School fields project including the affiliates and Good Heart Work Smart's contributions, the MOU along with meetings being scheduled by D97, Stevenson Park and the sod chosen to make the field available in the fall, the 218 Madison construction and a Board tour available on Monday, March 23, the Oak Park Arboretum application's submittal last week, the Barrie Park Master Plan and the second community meeting, the CAPRA visit taking place May 5-6, and the Gold Medal application going in on Friday, March 20.

**B. Division Managers' Reports (Updates & Information):** Travis Stephen, Sports Fields Manager presented updates and information to the Board. The Board had a few questions on the locker room updates at RCRC and confirmed the field at Stevenson was being put back to its original setup.

**C. Revenue/Expense Status Report** – The Board questioned the cost of keys for Carroll and Fox and were told that the costs were for the centers to be brought into the grand master keys system that is used by all the other facilities.

## **VI. OLD BUSINESS**

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

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

#### **1. Easement Agreement – Brookfield/North Riverside Water Commission Update**

Mark Burkland, attorney, informed the Board that there will no longer be a need to cut through Maple Park by the Brookfield/North Riverside Water Commission as a decision had been made to tunnel under the park. This takes away any urgency for work to take place in the park as they can tunnel at any time. There will still be an easement agreement for the work to be done. The Board questioned if the roots of trees would be considered and protected with the tunneling and was informed that they would be responsible for repair of any damages to the existing park. **No action is needed by the Board on this item.**

#### **2. Austin Gardens Environmental Education Center Update**

Bids were opened on Friday, March 13, from a number of different trades. The bids opened were all within the project budget in the CIP. Six trades put in unqualified bids, these bids will go back out to bid the week of March 23, opening on April 8, and presented for Board Approval at the Continued Board Meeting on April 9. The Board questioned if this would delay the project and if it could affect the OSLAD grant. The Board was informed the PDOP had been told that should the grants become available that an extension would be tied to the grant. **No action is needed by the Board on this item.**

### **C. Administration and Finance Committee**

#### **1. OSLAD GRANT UPDATE**

Executive Director Arnold went through the spreadsheet created to show the impact of the OSLAD grant discontinuation on the PDOP's CIP. The Conservatory's East Garden and Garfield Street entrance renovation will stay on schedule as will the Austin Gardens Environmental Education Center project. The Maple Park project will move to 2016, the Middle School Fields project will take place in the summer/fall of 2015 and the Stevenson project will be in the summer of 2015, with the ball field repairs taking place in June with an estimated reopening at the end of August. The Board commented how impressive it was that the PDOP has the ability to continue moving forward with many projects with adjustments to the CIP. **No action is needed by the Board on this item.**

## **VII. NEW BUSINESS**

### **1. Annual Rink Report**

Bill Hamilton, Superintendent of Revenue Facilities and Kyle Sandine, Program Supervisor – Aquatic and Rink, presented the 2015 Annual Rink Operations Report to the Board. They were very excited with the programs that they have been able to offer. Items discussed: hockey leagues and participation, skating programs and participation, the ice show, camps, drop-in programs, open skates, rink passes, their budget vs. actual, and future programs hoping to take off such as synchronized skating and women's hockey. The Board asked about the mechanicals of the rink and was informed all were working well but they had not been open a full-year yet and still are making adjustments. They also inquired regarding the challenges of the different groups vying for ice time and were told as a community rink, they were looking for a good balance between all the ice times and when that ice time becomes too tight, they could always look at farming some of the time out to other rinks. The Board also requested in next year's report that a breakdown of what was hoped for vs. actual numbers is shown to see the success of the rink. **No action is needed by the Board on this item.**

## 2. Annual Gymnastics Report

Jamie Lapke, Program and Operations Manager - GRC, presented the 2014 report. Jamie was happy to report that the GRC reached \$1M in revenue this year. Jamie then reported to the Board on the following: staff, training, hours open, programs including mini programs, adult, and open gyms, budget and revenue, participant numbers, the waitlist, and registrations. The Board confirmed that the scholarship program was available for the gymnastics programs and also discussed in more detail the open gyms and rentals at the GRC. **No action is needed by the Board on this item.**

## VIII. COMMISSIONERS' COMMENTS

- **Commissioner Aeschleman** – Thanked Jan and the community for filling the gap needed to complete the great projects at the middle schools; it will get much use for many years to come and is a great collaboration between the PDOP and D97.
- **Commissioner Guarino** – Wanted to reiterate what Paul said that it is great to see D97 and the PDOP working together and what a great asset the fields will be to the community.
- **Commissioner Lentz** – Agreed with them and stated that it went from a very difficult situation to a win-win for all.
- **Commissioner Wick** – Drove around the parks last Saturday and was happy to see that all the parks were in full use.
- **President Bullock** – Was happy to see that when Stevenson Park's renovations didn't work out that we were able to work together towards a solution with our community and collaborate towards this project.

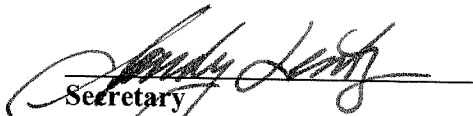
## IX. EXECUTIVE SESSION

At 8:46pm Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners convene into closed session for the discussion of appointment, employment, or performance of a specific employee of the Park District. **The motion passed with a roll call vote of 5:0.**

At 9:12pm a motion was made by Commissioner Wick and seconded by Commissioner Lentz to adjourn the Executive Session. **The motion passed a voice vote of 5:0.**

## X. CONTINUE REGULAR BOARD MEETING

At 9:12p.m. a motion was made by Commissioner Lentz and seconded by Commissioner Wick to adjourn the Regular Board Meeting. **The motion passed a voice vote of 4:0.**

  
Secretary  
Board of Park Commissioners

April 16, 2015  
Date

  
President  
Board of Park Commissioners

April 16, 2015  
Date