



Park District of Oak Park
Committee of the Whole
Cheney Mansion
230 N. Euclid
Oak Park, Illinois
Thursday, July 11, 2013

Minutes

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

I. Roll Call

Present: Commissioners Aeschleman, Guarino, Lentz, and Wick. President Bullock was absent.
Park District Staff present: Jan Arnold, Executive Director; Mike Grandy, Superintendent of Buildings and Grounds/Facility Maintenance; Bill Hamilton, Superintendent of Revenue; Diane Stanke, Director of Communications; Neil Adams, Project Manager; Chad Drufke, Program Manager; Shari Wenzel, Program Manager; Helen Vogel, Supervisor Cheney Mansion; Henrietta Yardley, Conservatory Manager; Paula Bickel, Director of Human Resources; Kyle Cratty, Director of Finance; and Karen Gruszka, Executive Assistant.

Others Present: John MacManus, Altamanu, Inc.; residents.

II. Public Comment

David Moon, 521 Fair Oaks, wanted to recommend the Board take the opportunity to reconsider the use of Stevenson for Dog Park Plus (DPP). He also asked that the Park District look into the revenue generated by the Dog Park Plus card users so the Park District realizes this income would be eliminated. He believes having DPP at Stevenson will be a cost savings as little needs to be done and it fits into the Park District's CIP plan in 2017. He is confirming with the village the actual problem with the reservoir underneath Stevenson.

Pam Stringer, 1010 S. Maple, lives across the street from Maple Park and wanted to bring to the attention of the Board that the dog park at Maple is too close to homes and causes noise problems with dogs being allowed into the park too early (6-6:30am). They had years of problems with the cement company before getting a "quiet zone" prior to 8am and now with people going to the dog park prior to work, the residents are being woken up by the barking of dogs. She wanted the Board to take into account residences that would be closest to a new DPP.

Cherie Zamel, 208 S. Lombard #B, has used both the dog parks and DPP and stated that it was better to have the DPP to run larger dogs as well as a social gathering place. Dogs need green space. DPP has been the best experience she has had in Oak Park since moving here.

Ron Dubreuil, 244 Iowa, agrees with the others that Stevenson would be the ideal park for DPP as it is fairly isolated and would not disturb neighbors.

Stephanie Walquist, 211 Randolph, wanted to echo the others and would prefer to have the DPP at Stevenson as the dogs need that amount of space. DPP makes for healthier, safer, calmer dogs. Stephanie then stated, as dog owners, they use the DPP "as a meaningful experience" as stated in our mission statement.

Jena Deja, 1002 Gunderson, started attending the DPP four years ago and now attends weddings, parties, etc. of the people that she met at DPP. Maple Park's dog park is too small and doesn't serve the same purpose as the DPP. The DPP is the best park of Oak Park.

Eric Wohlgenuth, 420 Home, is a member of DPP and agrees that it is also used as a social area of the community. He wanted to voice his support for Stevenson as the new DPP. He also wanted to thank the

Park District for what they provide and stated the Park District staff has been very professional during this process.

III. Recreation and Facility Program Committee

A. Annual Program Participation Report

Chad Drufke, Program Manager -- Sports & Fitness, Shari Wenzel, Program Manager -- General Recreation, and Bill Hamilton, Superintendent of Revenue Facilities, reviewed the 2012 Comprehensive Program Participation Report and answered questions pertaining to data, programming including upcoming new programming and phasing out of old, budget, affiliates/partnerships, marketing, survey gizmo, restructuring, use of bikes, construction related problems/solutions, and goals. The Board thanked them for the report and asked for national averages with or against trends to be included in future reports. **No action by the Board is necessary for this item.**

IV. Buildings and Grounds/Facility Maintenance Committee

A. Dog Park Plus (DPP)

John MacManus, Altamanu, Inc., presented his study of potential spaces for Dog Park Plus. The Board was reminded of Miller Meadows Dog Park which will be completed in 2014. The Board agreed that Dog Park Plus is valuable and provides a great service to the community but stated that due to the extremely limited space in Oak Park, not all programs are viable. The Board questioned if every possible site for Dog Park Plus had been looked at and how they were judged when being looked at. A discussion took place on criteria which would eliminate or show viability for possible DPP sites. The consensus from the residents in attendance and the Board, was to use the alley behind Stevenson as a temporary DPP site when Ridgeland closed August 4, while further study took place on a possible new location. Details of the work needed to make the alley suitable were discussed, as well as the hours of the temporary site. Criteria that had been used in the past for dog parks will be brought to the Regular Board meeting for the Board to rework for future planning. **This will be put under new business on the agenda at the July Regular Board Meeting.**

B. IPRA Environmental Report Card

Executive Director Arnold and Henrietta Yardley, Oak Park Conservatory Manager, informed the Board of the Environmental Report Card. The Board questioned if the numbers presented encompassed the entire District and were informed that although the report had been compiled by Henrietta, the information was gathered through staff throughout the District. They also wondered if the new LEED certified buildings could be added to the report card. Executive Director Arnold confirmed that this report card would be used during the accreditation process. **This will be put on the consent agenda at the July Regular Board Meeting.**

C. Pleasant Home Summer Porch

Executive Director Arnold informed the Board of the pre-bid meeting where four companies attended and the notice of the bid released in the paper. One bid came in at the bid opening from Restoric LLC. The Pleasant Home Foundation has good references on Restoric, they are highly regarded for this type of work. The Board questioned going out to bid again and was informed they may not get more bids as this was a historic property and many companies do not qualify to handle the work. Also, the cost could potentially go up; the project needs to stay on target for the awarded 2014 grant. The additional costs of the project could be handled through the museum fund, other projects will be adjusted accordingly. **This will be put on the regular agenda at the July Regular Board Meeting.**

V. Administration and Finance Committee

A. Compensation Study

Executive Director Arnold informed the Board that the last formal look at compensation took place in 2002. The District hired Voorhees Associates LLC to complete the compensation study. After reviewing current information, meeting with all full-time staff non-bargaining, and the comparing of 14 other park districts' salary information, the Park District of Oak Park's compensation study was completed. The Board was asked to adjust salary ranges, and establish an open range pay plan without predetermined increases. The Board felt that it was a very comprehensive study and agreed on increases based on merit. **This will be put on the regular agenda at the July Regular Board Meeting.**

B. Personnel Policy Manual

Executive Director Arnold explained the updates to the Personnel Manual including the combining of the manual and the handbook, the Part-Time Class I PTO policy, the elimination of paying out accrued benefits for part-time employees who become full-time, jury duty leave only for full-time, and the required resignation notice of two weeks. The Board also confirmed the gift policy. **This will be put on the consent agenda at the July Regular Board Meeting.**

C. 2014 Budget Guidelines and Timeline

Executive Director Arnold briefly ran through the timeline for the upcoming budget process including the change of month for the public hearings, allowing time for filing. The Board confirmed the process for levying tax dollars and determining rates. **No action is needed by the Board on this item.**

D. IAPD Legislative Events Update

Executive Director Arnold informed the Board of upcoming IAPD events. **No action is needed by the Board on this item.**

E. Disposal of Surplus Property Ordinance 2013-07-01

Executive Director Arnold read the statute in the Park District Code which identifies the handling of disposal of items no longer useable for the District. Ordinance 2013-07-01 is for swim lane lines the District is donating to the YMCA; for donation of an item, it must first be disposed of by ordinance. She informed the new Board members that all future disposal ordinances will be put directly on the Consent Agenda at Regular Board Meetings. **This will be put on the consent agenda at the July Regular Board Meeting.**

VI. New Business

1. Ridgeland Common Recreation Complex – Basement Drain/Tile Repair

During construction during the routing of the basement drain, it was noticed that a collapse in the drain had occurred sometime in the past, making the drain inoperable. The cost to repair the drain is \$27,961 which could be paid through the contingency. The Board questioned waiting and was informed the repair could double in cost once the construction was completed. **This will be put on the consent agenda at the July Regular Board Meeting.**

VII. Executive Session

None.

VIII. Adjournment

At 9:43pm a voice vote was taken to adjourn the Committee of the Whole. **Motion carried in a voice vote 4:0.**


Secretary
Board of Park Commissioners


President
Board of Park Commissioners

August 15, 2013
Date

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