



# **PARK DISTRICT of OAK PARK**

**Park District of Oak Park  
Regular Board Meeting  
Hedges Administrative Center  
218 Madison Street, Oak Park, Illinois  
Thursday, July 21, 2016 at 7:30pm**

## Minutes

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

### I. ROLL CALL

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

**Park District Staff present:** Jan Arnold, Executive Director; Kyle Cratty, Director of Finance, Chris Lindgren, Superintendent of Buildings & Grounds; Kyle Cratty, Director of Finance; Diane Stanke, Director of Marketing & Customer Service; and Karen Gruszka, Executive Assistant.

**Others Present:** Joan Fiscella, League of Women Voters.

### 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 Wick and seconded by Commissioner Lentz to approve the Consent Agenda, which includes the Cash and Investment Summary and Warrants and Bills for the month of June 2016; approval of minutes from the Committee of the Whole Meeting, June 2, 2016, and the Regular Board Meeting, June 16, 2016; and Closed Session Minutes, June 2, 2016; approval of VOP IGA for Divvy Bikes; approval 2017 Budget Guidelines/Timeline; approval of Austin Gardens Trust Disbursement; and approval of Disposal of Surplus Property Ordinance 2016-07-01. **The motion passed with a roll call vote of 5:0.**

### V. STAFF REPORTS

#### **A. Director's Report**

Jan Arnold, Executive Director, updated the Board on new camps being held at the AGEEC, tours are now being given from 5-7pm on Tuesdays and 10-noon on Saturdays, the second pool audit took place and received an EXCEEDS, day camps received accreditation and concerts in the parks have been strong, composting and recycle stations have been filling up, more volunteers are needed for this.

**B. Division Managers' Reports (Updates & Information)** – Written Report Included in Board Packet.

**C. Revenue/Expense Status Report** – No questions were asked.

### VII. OLD BUSINESS

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

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

**1. Euclid Park Professional Fees**

**Commissioner Guarino moved and Commissioner Wick seconded that the Park Board of Commissioners give authorization to engage Altamanu, Inc., Chicago, Illinois, for a total cost of**

**\$85,625 to create project bid specifications consistent with the approved master plan for Euclid Park and to provide oversight of Phase II construction.** The Board was reminded that Altamanu, Inc. created the Euclid Master Plan in 2007. \$1.2 million was allocated for the renovation in 2017. Altamanu is being recommended for oversight of the project and to be the lead consultant for \$61,225 and SMP Group Design Assoc, LLC will be the subcontractor for \$24,400 for a total cost of \$85,625. The bidding will take place in the beginning of the year with the project starting in July and will be completed by the end of November. **The motion passed with a roll call vote of 5:0.**

2. **Realgy Solar Lease Agreement**

**Commissioner Guarino moved and Commissioner Wick seconded that the Park Board of Commissioners approve the lease agreement with Realgy LLC of West Hartford, Connecticut, in the form presented and in its final form satisfactory to the Executive Director and General Counsel.** Executive Director Arnold reminded the Board that Realgy had come to us regarding the installation of solar panels on the roof of RCRC. The lease agreement would initially be for a 5 year period followed with a renewable option for a maximum of 20 years. The PDOP is currently shopping prices with energy providers to ensure the Park District is getting the best rate available. The solar panels will reduce the Park Districts carbon footprint. Beginning in the 6<sup>th</sup> year the PDOP would be receiving 1% quarterly in a rebate for energy created on the site. The Board questioned changes to the agreement and were assured it was small edits no language changes and agreed that it is good to show the community the PDOP takes its responsibility seriously and will do everything in our power to lessen our carbon footprint and to be leaders. **The motion passed with a roll call vote of 5:0.**

3. **Fox and Longfellow Park Retaining Wall Contract**

**Commissioner Guarino moved and Commissioner Wick seconded that the Park Board of Commissioners approve a contract with Walter Daniels Construction Company, Inc., Chicago, IL, in an amount not to exceed \$586,800 for the construction of the Longfellow and Fox entrance ramps and walls.** The Board was informed the bids were released on June 22, with the lowest responsible bidder being Walter Daniels. Walter Daniels is the contractor that remodeled 218, so we are familiar with the company and their work. The funds are available in the CIP to complete both these jobs in 2016. The Board briefly discussed the engineering of the walls and the cost of the project. **The motion passed with a roll call vote of 5:0.**

4. **Park Signage Contract Award**

**Commissioner Guarino moved and Commissioner Wick seconded that the Park Board of Commissioners approve the contract with Pulse Design, Inc., Midlothian, IL, and give authorization to the Executive Director to negotiate the contract in an amount not to exceed \$81,000, for park sign replacement.** The Board was informed that 17 vendors registered to receive a copy of the RFP and that the PDOP received 5 proposals. Upon review, Pulse Design, Inc. was the chosen proposal based on design and material and the cost of the signs. Executive Director Arnold was looking for authorization for negotiation of the contract to not exceed the budgeted amount in 2016 of \$81,000. The Board questioned the material and placement and timeline which was discussed. **The motion passed with a roll call vote of 5:0.**

**C. Administration and Finance Committee**

1. **2015 Audit Report**

**Commissioner Wick moved and Commissioner Lentz seconded that the Park Board of Commissioners approve the 2015 Audit Report.** The Board was reminded of the presentation given by John Deland of BKD LLC at the May Regular Board Meeting where they were informed that the District received an unqualified audit opinion. Due to accounting changes prescribed by GASB 68, the Illinois Municipal Retirement Fund did not provide information to BKD until mid-June which caused the delay in asking for approval of the audit. **The motion passed with a roll call vote of 5:0.**

**VIII. NEW BUSINESS**

**IX. COMMISSIONERS' COMMENTS**

- **Commissioner Wick** – While in River Forest recently, he noticed they did not have near the amenities that Oak Park does within their parks system and stated, it's good to be a part of the Park District of Oak Park with all it provides.
- **Commissioner Guarino** – Driving around Oak Park, he believes we still need to work on integration within our parks throughout the system.
- **Commissioner Porreca** – None.
- **Commissioner Lentz** – Attended Festival Theatres' first showing of the Pygmalion and it was fabulous.
- **Commissioner Aeschleman** – Thanked everyone for taking time off from their work schedules to attend the Board Retreat.

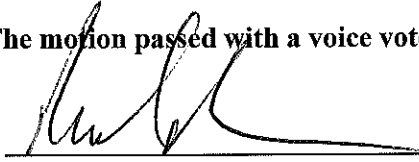
**XI. CLOSED SESSION**

**X. ADJOURNMENT**

At 8:12pm the Regular Board meeting was adjourned. **The motion passed with a voice vote.**

  
Secretary  
Board of Park Commissioners

July 21, 2016  
Date

  
President  
Board of Park Commissioners

July 21, 2016  
Date

