

Minutes
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
June 11, 2012

1. CALL TO ORDER & ROLL CALL

President Ritten called the meeting to order in room 101 of the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL at 6:33 pm.

Commissioners present were Ted Popernik, Lucy Stastny, Karen Boyd and Jeff Kilrea. Also present was Executive Director Roy Cripe, Parks Supervisor Martin Healy, Office Manager Peggy Ronovsky, Superintendent of Recreation Dean Carrara, and Finance Consultant Phil Mesi. Landscape Architect consultant John Vann from Landtech Design arrived at 7:05 pm.

2. PLEDGE OF ALLEGIANCE

3. ADDITIONS/DELETIONS TO AGENDA : None

4. RECOGNITION OF VISITORS & OPEN FORUM

Mr. Patrick Kelly, 600 Block of Waiola Ave. La Grange Park addressed the Board regarding his veteran's memorial project completed for his Eagle Scout project. He noted that the memorial is now missing and asked if and when it would be replaced. Following a brief discussion, Mr. Kelly was assured that the memorial will be re-installed as it was as soon as possible and that plans are being formulated to improve and/or expand the memorial. President Ritten apologized for not informing Mr. Kelly about the memorial's being moved earlier.

5. APPROVE MINUTES – May 14, 2012

Following a brief discussion, Commissioner Kilrea made a motion, seconded by Commissioner Boyd to approve the May 14th minutes as amended. MOTION CARRIED: There was no further discussion and the motion passed unanimously by voice vote.

6. STAFF REPORTS

A. Executive Director

A written report distributed prior to the meeting was introduced. Executive Director Cripe reported on recent vandalism at Memorial Park and the action taken by Park District staff and Village Police to control the problem. He asked the Board to consider placing \$4,500 in the Park Security budget to initiate an off-duty police patrol program through August. Following a brief question and answer period, Commissioner Boyd made a motion, seconded by Commissioner Stastny to budget \$4,500 for the hiring of off-duty police officers for park patrol purposes through

August 31, 2012. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

Executive Director Cripe asked the Board to consider installing sign kiosks at a cost of \$4,000 in the parks where a copy of our Park User Ordinance could be posted. Following discussion the Board determined a better option is to laminate and post selected park user rules on a temporary basis. Permanent sign design will be addressed as the parks are redesigned in accordance with the master plan.

A question from Commissioner Boyd regarding an estimated time schedule to receive property tax revenue was asked and answered.

A question from Commissioner Boyd regarding athletic field space conflicts between AYSO and the La Grange Park Little League was asked and answered.

Executive Director Cripe gave a brief verbal status report regarding possible use of the un-used portion of Oak Avenue at Beach-Oak Park.

B. Buildings and Grounds

A written report distributed prior to the meeting was introduced. Supervisor Martin Healy asked the Board to purchase a pressurized water tank at a cost of \$3,625.23. The Board was advised that the purchase is a budgeted capital item expense. It was to be a part of next month's purchases; however, prevailing hot weather conditions requires an earlier purchase. The Board agreed to include the purchase amount to this month's disbursements.

Supervisor Healy reported that LADSE volunteers started work this week. Questions regarding graffiti were asked and answered.

C. Superintendent of Recreation

A written report distributed prior to the meeting was introduced. Superintendent Carrarra said that 55 seniors attended a recent memorial luncheon for Betty Hemrick. Questions regarding the Cubs and Sox trips were asked and answered.

D. Recreation Supervisor

A written report from Supervisor Goudeau distributed prior to the meeting was introduced. There were no questions or comments.

E. Office Manager

Manager Ronovsky gave a brief registration financial report, stating that the summer program receipts are on par with last year. She also gave a brief status report on Peachtree software installations. She gave a report on negotiations currently being made regarding our Ricoh copy machine.

F. Financial Report

A financial report ending May 31 distributed prior to the meeting was introduced. Finance Consultant Phil Mesi said that budget numbers will be included in next month's report.

7. APPROVE MONTHLY DISBURSEMENTS

An invoice from Great Plains in the amount of \$3,625.23 for the purchase of a water tank with motor was added to the disbursements. Questions regarding the cost of fish tank service and softball umpires were asked and answered. Commissioner Boyd made a motion, seconded by Commissioner Kilrea to approve the disbursements as amended from May 14th to June 11th totaling \$103,663.11.

MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

OLD BUSINESS - 2012-13 Outdoor Facilities Master Plan

A master plan draft that was distributed prior to the meeting was reviewed by landscape architect, John Vann. Special attention was given to the following points:

- According to the spatial analysis in Section 3, pages 11-14 the southwest section of La Grange Park may be underserved with parks.
- On page 9 of Section 3, the park acreage standard in La Grange Park is stated as 2.0 acres per 1,000 residents.
- A wish-list of improvements was introduced for each of the six parks as listed in Section 4. Mr. Vann pointed out that grant officials refer to this section to confirm that the money being requested has roots in our master plan. President Ritten noted for the benefit of the audience that the Picnic Area Preliminary Site Plan on page 19 includes the existing Veteran's Memorial.
- Section 5 was represented as being a resource for future improvement ideas.
- The recommended budget presented in Section 6 was reviewed by Mr. Vann. He said that the budget includes anticipated improvements required by the American Disabilities Act (ADA) and our own Capital Asset Replacement Program (CARP). He said that improvements represented in 2013-14 for Memorial Park are planned with a matching grant from the Illinois Department of Natural Resources' OSLAD program and explained his rationale for the recommendation.

Questions from Commissioner Popernik clarified the proposal to complete Memorial Park improvements prior to improving Beach-Oak Park. There was clarification on the importance of completing the master plan prior to submitting the two OSLAD grant applications.

Commissioner Kilrea made a motion, seconded by Commissioner Boyd to approve the Park Facilities Master Plan subject to correcting typographic and grammatical error. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

Discussion then turned to the proposed OSLAD grant request for Memorial Park improvements. Mr. Vann explained that proposed improvements for Memorial Park discussed last month have been enlarged to include not just a new family shelter but now include all proposed improvements in the site plan, except the volleyball and basketball court improvements. He said our chances of being awarded a grant are greatly increased when all improvements are included. He said the resolution adopted last month does not require modification. There were questions about having indoor restrooms in the plan. Mr. Vann said indoor restroom may be required when installing a spray pad. Mr. Vann said the Board can submit a grant request for Memorial Park next year if is not ready to adopt the new plan as submitted. Mr. Vann said that if the OSLAD is approved by the Board and is awarded by OSLAD, there would be no further improvements in Memorial Park that would be grant eligible. President Ritten asked that a copy of the finished grant application be provided to him prior to being submitted so that a special meeting of the Board can be called if needed. Mr. Vann said he would provide Executive Director Cripe with the proposed components, site plan and draft narrative early next week.

President Ritten asked for a 5 minute recess at the hour of 9:05 p.m.

RECONVENE OPEN MEETING – ROLL CALL – 9:10 p.m.

Those present included President Ritten, Commissioners Popernik, Boyd and Kilrea, Commissioner Stastny was absent. Also present was Executive Director Cripe, Supervisor Healy and Consultant John Vann.

8. NEW BUSINESS – Award Contracts for Memorial Park Sign Project

Executive Director Cripe said that only one sealed bid for the sign cabinet was received. It is from Parvin-Claus Sign Company in the amount of \$29,256.00. It is being recommended for award because the amount is under budget. Questions from Commissioner Popernik clarified the legality of bidding the electricity work, landscape work and sign cabinetry work. It was pointed out that the two additional bids were

not sealed and followed the Park District's purchase policy. A Park District permit request to the Village of La Grange Park will be submitted tomorrow. The lead time to receive the sign cabinet is 4 – 6 weeks.

Commissioner Boyd made a motion, seconded by Commissioner Kilrea to approve a contract submitted by Parvin-Claus Sign Company to supply and install an electronic message board as proposed for an amount not to exceed \$29, 256. MOTION CARRIED: There was no further discussion and the motion passed 4-0 by roll call vote. Commissioner Stastny was absent.

Commissioner Kilrea made a motion, seconded by Commissioner Boyd to accept a proposal from Duplex Electric to install electric service to the message board at a cost not to exceed \$4,971. MOTION CARRIED: There was no further discussion and the motion passed 4-0 by roll call vote. Commissioner Stastny was absent.

Commissioner Kilrea made a motion, seconded by Commissioner Boyd to accept a proposal from J. Andersen Landscaping to complete all landscaping work as proposed at a cost not to exceed \$9,985. MOTION CARRIED: There was no further discussion and the motion passed 4-0 by roll call vote. Commissioner Stastny was absent.

9. PRESIDENT'S REPORT

President Ritten thanked the Board for meeting extra last month.

10. ADJOURN REGULAR MEETING

Commissioner Kilrea made a motion, seconded by Commissioner Boyd to adjourn the meeting at 9:25 p.m. MOTION CARRIED: There was no further discussion and the motion passed 4-0 by roll call vote. Commissioner Stastny was absent.