

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
AUGUST 21, 2012
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present: President Mike Reid
Vice President Maureen Yanes
Commissioner Susan Aberman
Commissioner Michael W. Alter
Commissioner Jerry B. Clarito

Others Present: Director/Secretary John V. Ohrlund
Treasurer William G. Schmidt
Superintendent of Recreation Michelle Tuft
Assistant Superintendent of Parks Michael Rea

CALL TO ORDER

President Reid called the regular meeting of the Board of Park Commissioners to order at 7:00 p.m., followed by the recitation of the Pledge of Allegiance.

COMMENTS FROM CITIZENS

There were no citizens present.

CONSENT AGENDA

With no items removed from the Consent Agenda, Commissioner Clarito moved to approve the Consent Agenda. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of: Minutes from the Regular Board Meeting of July 17, 2012; Bills Payable for the months of July/August 2012; Treasurer's Report; and Staff Reports.

APPROVAL OF BID FOR PARKING LOT AND PATH CRACK REPAIR AND SEAL COATING

Assistant Superintendent Rea requested approval of the bid for the parking lot and path crack repair and seal coating. Assistant Superintendent Rea reported that three bids were received. The project is budgeted at \$81,850.00 for this year in the Building Improvement Fund. Pavement Systems of Blue Island was the low bidder with a bid of \$83,360.00.

Commissioner Aberman inquired if there were any local Skokie vendors that bid on the project. Assistant Superintendent Rea responded no, fifteen bid packages were sent out and only three responded.

President Reid inquired about the length of time the project takes to complete. Assistant Superintendent Rea responded that the project takes about 1 ½ weeks to complete with good weather and will begin after the pool closes.

Commissioner Aberman moved to approve the bid of Pavement Systems for \$83,360.00 for parking lot and path crack repair and sealcoating District-wide. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF BID FOR DEVONSHIRE AND WEBER CENTER
BUILDING AUTOMATION SYSTEMS**

Assistant Superintendent Rea reminded the Board that in the spring the HVAC automation system at the Weber Leisure Center was damaged during a storm. As a result, the system has not been operational. The existing computers and software at both sites are outdated and an upgrade is necessary.

One bid was received for the building automation systems from Precision Control for \$39,490.00 for both facilities. References have been checked and are satisfactory. Precision Control was the contractor that was used to design the HVAC system in the Weber Center. The project was budgeted at \$25,000.00 for Devonshire Center and \$30,000.00 for Weber Center. The bid for \$39,490.00 is under budget.

Commissioner Alter moved to approve the bid of Precision Control for \$39,490.00 for Devonshire Cultural Center and Weber Leisure Centers Building Automation Systems. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF BID TO REPLACE CARPET/FLOORING AT THE WEBER LEISURE CENTER

Superintendent Tuft reported that two bids were received for the carpet replacement bid with four alternates at the Weber Leisure Center. Superintendent Tuft explained the four alternates to the Board.

Superintendent Tuft stated that staff is recommending alternate three which includes the installation of rubberized flooring and ceramic tile. The rubberized flooring will be installed in the gym lobby area and the ceramic tile will be installed in the east hallway leading to Fitness First. The Commissioners requested to view the areas where the ceramic tile and rubberized flooring would be installed. The Board then viewed the areas in the Weber Center hallway.

Superintendent Tuft stated that the budgeted amount for the project was \$33,500.00 excluding alternates. With the rubberized flooring and ceramic tile the bid is \$44,362.00. Staff is recommending this alternate as over time the rubberized flooring and ceramic tile will keep future replacement costs down. Superintendent Tuft explained that there are funds available for the additional cost of the flooring.

Commissioner Aberman moved to award the bid to Scharm Carpeting for the Weber Leisure Center carpet replacement in the amount of \$44,362.00 including alternate 3. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF BID FOR THE WEBER CENTER GYMNASIUM FLOOR RESURFACING

Superintendent Tuft reminded the Board that the annual resurfacing of the gym floor this year will be more extensive than what is usually done. The floor will be sanded, re-stripped with game lines and logos and new coat of polyurethane will be applied along with replacing cove baseboards. Staff is recommending using a water based product primarily because the smell is not as offensive as the oil based product. The project is budgeted at \$20,000.00.

Two bids were received for the resurfacing project. Lenco Flooring is the low bidder. The total cost of the project including the alternates is \$33,865.00. The cost will be over budget but the funds are available in the capital budget due to cost savings from other projects.

Vice President Yanes moved to award the bid to Lenco Flooring for the Weber Gymnasium resurfacing in the amount of \$33,865.00. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

LIFE INSURANCE BENEFITS RENEWAL

Superintendent Schmidt reported that the AD&D and life insurance benefits that are provided to full time employees provided through Mutual of Omaha Insurance Company received a renewal rate increase of 23% or \$3889.00 per year. Staff requested the District's insurance broker shop for better rates. The broker returned with a proposal from Lincoln National Life Insurance Company maintaining the current rates for both life and AD&D for a guaranteed three years. Staff is recommending approval of renewing the life and AD&D insurance with Lincoln National Life Insurance Company.

Vice President Yanes inquired if it is typical for park districts to offer life and AD&D benefits to employees. Executive Director Ohrlund responded that it is a common practice.

Commissioner Aberman moved to approve the District's Life and AD&D insurance with the Lincoln National Life Insurance Company for a period of three years at the rate of \$0.135/\$1,000 of Life and \$.02/\$1,000 of AD&D insurance. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

COMMUNITY ATTITUDE AND INTEREST SURVEY STATUS

Executive Director Ohrlund reviewed the process for the community attitude and interest survey. Staff met with Tod Stanton from Public Research Group last week and provided sound input. The next step involves meeting with the public. Community focus groups of 15-20 people will be scheduled to meet. The focus group meetings will probably be held the day of the next Park Board Meeting. Board input will come during a Board visioning meeting held as part of the September Board Meeting. Executive Director would like input, comments and suggestions from Commissioners regarding the Community Attitude and Interest Survey.

Commissioner Aberman had some concerns about the wording for questions 17 and 18 in the survey. She made some suggestions on revising the wording of the two questions. A discussion followed and it was determined that questions 17 and 18 should be more specific in their wording.

Commissioners suggested ranking the items for development of the Sports Park East property such as soccer fields, lighted baseball fields, walking trail, cricket or other.

Commissioner Clarito inquired how these survey questions compare to the last community survey of 2002. Executive Director Ohrlund responded that there are a few similarities but it is a different survey.

Executive Director Ohrlund stated that the survey consultant will use multiple methodologies such as a mailed survey, an online survey, phone survey and community focus groups.

The Commissioners felt the community survey was very good with a few tweaks needed.

Executive Director Ohrlund asked the Board members to send him names of individuals that Commissioners suggest for the community focus groups within the next week or so. Fifteen to twenty people are needed for each of these groups. Two community focus groups will be needed.

PRESIDENT'S REPORT

President Reid confirmed the date of the September Board Meeting with the other Commissioners. A request was made to change the date of the regular board meeting due to the Rosh Hashanah holiday on September 18, 2012. Dates for the meeting were discussed and it was decided that for the next regular meeting of the Board of Park Commissioners will be held on Thursday, September 27, 2012, at 7:00 P.M.

The Park Services Committee Meeting date was set for Wednesday, September 5, 2012 at 6:00p.m. This meeting will be the planning meeting with the skateboarders for the skate park design. If Commissioners have any names of individuals that would be interested in providing input for the skate park, please notify

Executive Director Ohrlund or Superintendent Tuft.

Vice President Yanes suggested that the Park Board visit area skate parks. Staff has visited local skate parks with skateboarders and received their input on the skate parks. President Reid suggested waiting to hear from the skateboarders at the Park Services Committee Meeting before the Board considers visiting skate parks.

COMMISSIONER COMMENTS

Vice President Yanes commented on the Fitness First practice of safety checks at the sauna and whirlpool areas. Superintendent Tuft responded that staff has a log that they record their whirlpool/spa checks that are done on an hourly basis.

Commissioner Aberman inquired about the job description of the Fitness First front desk staff. Superintendent Tuft stated that staff has not been instructed to walk the floor and interact with the patrons. Staff assists customers at the front desk, folds towels and performs locker room checks.

The Board discussed last month's request from the Sweetow family regarding renaming Terminal Park. The Board's consensus was that more research needs to be done to consider the request.

Executive Director Ohrlund reminded the Board the Backlot Bash is August 24 – August 26 in downtown Skokie this weekend. There will be food and fantastic music to enjoy. The event is the highlight of the summer.

Executive Director Ohrlund commented on the many compliments staff receives on the beautiful flowers at the Weber Center entrance and at other facilities.

Commissioner Aberman commented on how nice the playground equipment is at Lockwood Park. She visited the park with her grandchild and her grandchild enjoyed the two different age level playground equipment.

ADJOURNMENT

A motion was made by Commissioner Aberman to adjourn the regular meeting to Executive Session to review Executive Session Minutes, destroy verbatim records and discuss Personnel. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting adjourned to Executive Session at 8:15p.m.

The regular meeting reconvened at 8:45p.m. A motion was made by Commissioner Alter to approve Ordinance #12-011 Authorization to Destroy Verbatim Records. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

A motion was made by Commissioner Clarito to adjourn the regular meeting. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting ended at 8:46 p.m.

Michael Reid
President

John V. Ohrlund
Secretary