

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
AUGUST 16, 2016
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Jerry B. Clarito
Commissioner Susan Aberman
Commissioner Michael Reid
Commissioner Maureen Yanes

Others Present:

Executive Director/Secretary John V. Ohrlund
Superintendent of Business Services William G. Schmidt
Superintendent of Parks Michael Rea
Superintendent of Recreation and Facilities Michelle Tuft
Weber Center Facility Manager Emily Guynn
Executive Administrative Assistant Ann Perez
Fred Marano, Fredrick Quinn Corporation

Absent:

Vice President Michael W. Alter

CALL TO ORDER

President Clarito 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.

PUBLIC HEARING ON THE BOND ISSUE NOTIFICATION ACT

President Clarito called to order the Public Hearing on the Bond Issue Notification Act. He asked for any comments or questions regarding the proposed \$650,000 general obligation limited tax park bonds Series 2016. Hearing none, President Clarito closed the Public Hearing at 7:02 p.m.

COMMENTS FROM CITIZENS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Executive Director Ohrlund told the Board that the Intergovernmental Agreement with the Village of Skokie for the Backlot Bash was included in the Consent Agenda. With no items removed from the Consent Agenda, Commissioner Aberman moved to approve the Consent Agenda. Commissioner Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried. The Consent Agenda consisted of Minutes of the Regular Meeting of July 19, 2016; Intergovernmental Agreement with the Village of Skokie for the Backlot Bash; Bills payable for the month of June/July 2016; Treasurer's Report; and Staff Reports.

FUND SUMMARY ANALYSIS

Executive Director Ohrlund commented on the request by President Clarito for additional financial reports. Treasurer Schmidt reviewed a fund summary analysis but said such a report has more meaning about six months into the fiscal year. It was suggested to include the fund summary reports on a six, nine and eleven month basis. No motion, for discussion purposes only.

APPROVAL OF TIMBER RIDGE PARK PLAYGROUND BID

Superintendent Rea requested approval of the Timber Ridge Park Playground installation bid. Two bids were received. The low bidder was Elanar Construction of Chicago. The project consultant, Brusseau Design Group has worked with Elanar Construction in the past and their work was favorable.

Superintendent Rea said that at the public hearing held on June 21, 2016, it was determined that if there were space available a spinning element would be added to the design. A Parksrecreations Revolution Spinner was selected to be added to the design at a cost of \$4,124. The playground equipment has been purchased through the National Cooperative Purchase Alliance for \$39,813. The project is budgeted at \$100,000. The total cost of the Timber Ridge Park Playground project including installation is \$72,867.

Commissioner Reid moved to approve the bid by Elanar Construction of Chicago for \$28,930 for the installation of the Timber Ridge Park Playground. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried.

APPROVAL OF DEVONSHIRE PARK PARKING LOT BID

Superintendent Rea requested approval of the Devonshire Park parking lot asphalt repairs bid. Six bids were received. The low bidder is AllStar Asphalt of Wheeling with a low bid of \$54,000. The project is budgeted at \$39,000.

Superintendent Rea said staff had included an alternate section for removal and replacement but will not be accepting this alternate due to the higher than estimated bid cost.

Commissioner Yanes asked how long the asphalt will last. Superintendent Rea said about 15 years.

Commissioner Yanes moved to approve the low bid of AllStar Asphalt of Wheeling for Devonshire parking lot repairs for \$54,000. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried.

APPROVAL OF SKATIUM COPIER LEASE

Treasurer Schmidt requested approval of the Xerox lease agreement for a new copier at the Skatium Ice Arena. The current lease expires in September 2016. The current lease cost averages \$223.00 per month including usage charges. The proposed upgraded copier will cost \$210.64 month including usage costs and consumable supplies.

Commissioner Reid moved to approve replacing the copier at the Skatium with the recommended equipment at a five year lease cost of \$12,638.40. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried.

APPROVAL OF WINNEBAGO PARK PLAYGROUND PROFESSIONAL SERVICES

Superintendent Rea requested approval of a professional services agreement for the Winnebago Park Playground Project.

Superintendent Rea said Winnebago Park was originally scheduled for replacement in 2021, but has been moved up to 2017.

The District has worked with Brusseau Design Group for several playground and park renovations in the past and has received a proposal for the Winnebago Park playground. The negotiated professional fees for the project are \$8,500. Staff recommends entering into an agreement with Brusseau Design Group for professional services for the Winnebago Park playground renovation. A permit will not be required from the Metropolitan Water Reclamation District of Greater Chicago since the playground will keep the same footprint. The project is budgeted at \$250,000.

Commissioner Yanes asked about the timeline for the project. Superintendent Rea said a spring installation is planned.

Commissioner Reid moved to approve the agreement with Brusseau Design Group for professional services for Winnebago Park playground renovation for \$8,500. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried.

AUTHORIZATION TO BID FITNESS EQUIPMENT REPLACEMENTS FOR FITNESS FIRST

Superintendent Tuft requested authorization to bid fitness equipment replacements for Fitness First including two Precor treadmills, three Precor ellipticals, three Precor upright bikes and one Precor recumbent bike, all with integrated touchscreen TV's with internet access, personalized workouts, on demand options, headphone jack, and Ipod dock. An older aerodyne stationary bike will also be replaced. The equipment is in need of extensive repairs and is beyond its lifecycle.

Commissioner Yanes commended staff on the upkeep of the fitness equipment. She said she rarely seen any equipment down in the last year. Commissioner Yanes asked about the type of equipment to be purchased. Emily Guynn responded on the new equipment.

Commissioner Reid moved to authorize staff to prepare specifications and bid out equipment replacements at Fitness First. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried.

WEBER/FITNESS FIRST RENOVATION UPDATE AND AUTHORIZATION TO BID

Superintendent Tuft introduced Fred Marano, consultant from Fredrick Quinn Corporation. Superintendent Tuft discussed 4 items of the renovation project:

- List of alternates
- Construction phasing plan
- Interior Design
- Authorization to bid the project

Superintendent Tuft asked the Board to review the list of alternates. She said the alternates will all be bid. Once the bids are received staff will discuss the alternates and make recommendations to the Board.

Superintendent Tuft discussed the phasing plan of the project in detail with the project scheduled to begin in mid-October.

Executive Director Ohrlund said the Metropolitan Water Reclamation District of Greater Chicago will require a permit for sewer work which could delay the start of the project.

Commissioner Yanes asked how patrons will be notified of the renovation and phasing of the project. Superintendent Tuft said there will be design boards in Fitness First, an e-blast will be sent, and information will be available on the website. Commissioner Yanes asked about the effect of the renovation on staffing. Superintendent Tuft said it should be very minimal as the facility will be open during construction.

Superintendent Tuft presented a sample board of the interior design selections for the Board to view.

Commissioner Reid moved to authorize staff and consultants to solicit bids, including alternates, for the Weber renovation project. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried.

PRESIDENT'S REPORT

Executive Director Ohrlund reminded the Board of the Liponi Mini-Golf Fundraiser on Wednesday, August 17, 2016 at Skokie Sports Park.

Executive Director Ohrlund reminded the Board of the Mike Brown Honor Day at the Skatium Ice Arena on Sunday, August 21, 2016.

Executive Director Ohrlund said the Backlot Bash will be next week, August 26 – August 28.

The Regular Meeting of the Board of Park Commissioners will be held on Tuesday, September 27, 2016 at 7:00 p.m. at the Weber Leisure Center.

The date of the October Board Meeting was discussed. The date will be determined.

Executive Director Ohrlund updated the Board on a recent incident at Devonshire Aquatics Center and Assistant Superintendent Marquardt reported on a camp incident at a water park.

BOARD DEVELOPMENT AND EVALUATION PROGRAM APPROVAL

Commissioner Yanes reported on the Illinois Association of Park District's Board development and evaluation program.

Commissioner Aberman asked Commissioner Yanes to contact additional park districts to see if they found the process beneficial. Tabled.

COMMISSIONER COMMENTS

President Clarito commended Superintendent Tuft and Assistant Superintendent Marquardt for their dedication and involvement in recent safety incidents.

President Clarito said the Diversity Committee did a fantastic job working on its draft mission statement and on the Filipino community event that the committee is planning.

President Clarito thanked Superintendent Tuft and Emily Guynn for representing the District on the I-PLAN Committee promoting health and wellness in the community.

Commissioner Yanes asked about the results of the Skokie Health Department's "Rethink your Drink" campaign. Superintendent Tuft said some of the summer camps were involved in the program and more information may be available at the upcoming IPLAN meeting.

ADJOURNMENT

Commissioner Reid moved to adjourn the regular meeting. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter was absent. Motion carried. The regular meeting ended at 8:11p.m.

Jerry B. Clarito
President

John V. Ohrlund
Secretary