

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

**ATTENDANCE AT MEETING**

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

Others Present: Director/Secretary Mark Schneiderman  
Treasurer William G. Schmidt  
Superintendent of Parks and Facilities John Ohrlund  
Superintendent of Recreation Michelle Tuft

Absent: Commissioner Jerry B. Clarito

**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 citizen comments.

**CONSENT AGENDA**

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

**REVISED BOND SALE TIMELINE: GENERAL OBLIGATION REFUNDING BONDS,  
SERIES 2012A AND 2012B**

Superintendent Schmidt informed the Board that in January the Board approved the bond sale timeline. Since that time the Cook County Clerk has notified the Park District that the deadline was changed to Monday, April 2, 2012 this year for filing abatement ordinances. Because of this change the Park District needs to accelerate the issuing of the two refunding bond sales. A revised bond sale timeline was included in the board report. Staff is recommending the approval of the revised timeline to issue the two refunding bonds. They are General Obligation Bond Series 2012A in the approximate amount of \$3,505,000 plus insurance costs and General Obligation Bond Series 2012B in the approximate amount of \$708,400 plus insurance costs.

No motion is need, for information purposes only.

**AUTHORIZATION TO PREPARE A REQUEST FOR PROPOSAL FOR SALARY STRUCTURE,  
SALARY RANGES AND JOB DESCRIPTION ASSESSMENT**

Superintendent Schmidt requested authorization to prepare a request for proposal for a comprehensive study to include salary, salary ranges and job description assessment. Superintendent Schmidt explained that the last assessment was done in 1999 with an update in 2001. An assessment should typically be done every ten years or so.

Vice President Aberman inquired about the scope for this request. Superintendent Schmidt responded that the assessment will validate the job descriptions and salary structure for the Park District. This analysis will look at similar positions in the industry. Employees will have input in the assessment.

Commissioner Yanes inquired if this would impact benefits as well. Superintendent Schmidt responded that it is not the intention at this time, but it may be a consideration.

Vice President Aberman moved to authorize staff to prepare a Request for Proposals (RFP) for consultants for a Salary Structure, Salary Ranges and Job Description Assessment. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried.

#### **APPROVAL OF GRANT AGREEMENT FOR THE SKATIUM/WEBER LEISURE CENTER PROJECT**

Superintendent Ohrlund reported that the grant for the Skatium/Weber Leisure Center Project in the amount of \$2,600,000.00 was awarded last year. This grant is now being administered by the Illinois Department of Commerce and Economic Opportunity (DCEO). An agreement has been prepared by the DCEO that explains the scope and costs of the grant along with various reporting requirements. The Park Board must approve the agreement in order to apply for the funding. Once the agreement has been signed, the Park District will apply for the funds.

Commissioner Yanes moved to approve the grant agreement with the Illinois Department of Commerce and Economic Opportunity for the Skatium/Weber Leisure Center Project. Vice President Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried.

#### **APPROVAL OF FINAL 2012 ACCESSIBILITY AUDIT AND ADA TRANSITION PLAN**

Superintendent Ohrlund explained that staff has been working well over a year on updating the Park District's Accessibility Audit and ADA Transition Plan. In January 2011 a draft was presented to the Board and had been posted on the Park District web site for public comment. An operation audit was completed by staff with the assistance of M-NASR.

The transition plan identifies various ADA issues that will be addressed and budgeted for over the next few years. It is the intention of staff to update the Board annually on the status of the plan. The plan is required by law and shows the good faith effort of the Park District to address the concerns of these accessibility issues.

Vice President Aberman inquired about the photos that were included in the board report. Superintendent Ohrlund explained each photo in detail. The photos consisted of some of the improvements and needed improvements addressed in the ADA transition plan.

Commissioner Yanes inquired if the Park District received many ADA related complaints. Executive Director Schneiderman responded that over the past 20 years he has received approximately two minor complaints. When the complaint was received the issue was addressed at that time.

Vice President Aberman moved to approve the Final 2012 Accessibility Audit and ADA Transition Plan. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried.

#### **APPROVAL OF RECOMMENDATION FOR POOL FOOD CONCESSION SERVICES**

Superintendent Ohrlund reported that 4 proposals were received. Staff reviewed each proposal and would like to request that the Board approve Rent-a-Chef for the pool food concession services. Staff has been very pleased with the concessions provided in the Skatium by Rent-a-Chef.

Rent-a-Chef would prepare menu items such as pizza, burgers, brats/hot dogs and salads along with other various menu items at the pool concessions.

Vice President Aberman inquired about outside food being allowed at the pools. Superintendent Ohrlund responded that there will be signage posted that commercially processed and packaged food will not be allowed at the pools. Special dietary needs will be allowed such as kosher food items or gluten free food items. Patrons may bring picnic baskets into the pool area. Pizza deliveries will not be allowed.

Commissioner Yanes moved to authorize staff to negotiate an agreement for pool food concession services with Rent-a-Chef. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried.

### **APPROVAL OF EXPLORITORIUM EXHIBIT**

Superintendent Tuft explained that one of the goals after the Exploritorium was renovated in 2010 was to annually try to improve the play experience at the Exploritorium. Staff has been researching various exhibits and has found an exhibit manufactured by Boss Display. Boss Display built the water feature at the Exploritorium. Staff has been pleased with the water feature.

Staff is interested in an exhibit that is an over scale" lite brite" exhibit. The pegs are large and safe for small children. A photo of the exhibit that was included in the board report was discussed. The cost of the "lite brite" exhibit is \$20,000.00. Staff budgeted \$15,000.00 for the item, but has some cost savings in other projects to cover the additional \$5,000.00. This exhibit will allow for 2 sides of play so more children can enjoy it. Delivery of the exhibit should be within eight weeks.

President Reid commented that exhibit was very creative. All of the Commissioners liked the exhibit.

Superintendent Tuft explained that one side of the music wall has been experiencing some problems and will be removed and repaired next year.

Commissioner Alter moved to approve the custom designed exhibit from Boss Display for a cost of \$20,000.00. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried.

### **PRESIDENT'S REPORT**

At this time President Reid confirmed the date of the March Board Meeting with the other Commissioners. The next regular meeting of the Board of Park Commissioners will be held on Tuesday, March 20, 2012, at 7:00P.M. President Reid confirmed the Finance Committee Meeting dates of Tuesday, March 6 and Wednesday, March 7, 2012 at 6pm. A light dinner will be served.

Executive Director Schneiderman confirmed the Commissioners attendance for the Liponi event on Saturday, March 3, 2012.

### **COMMISSIONER COMMENTS**

President Reid announced that the Skokie Voice will be meeting at the Oakton Center at 7pm tomorrow evening.

On Saturday, February 25, 2012 at the Oakton Center the Skokie Coming Together event will be held from 10am to Noon. This is an initiative with the Skokie Public Library and School District 219 celebrating the Assyrian culture in Skokie. There will be food, games and dance lessons.

**ADJOURNMENT**

A motion was made by Commissioner Alter to adjourn the regular meeting. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Clarito was absent. Motion carried. The regular meeting ended at 7:40 p.m.

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Michael Reid  
President

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Mark Schneiderman  
Secretary