

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
JANUARY 20, 2015
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

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

Others Present:

Director/Secretary John V. Ohrlund
Business Superintendent/Treasurer William G. Schmidt
Superintendent of Parks Michael Rea
Superintendent of Recreation and Facilities Michelle Tuft
Assistant Superintendent of Recreation Jon Marquardt
Executive Administrative Assistant Ann Perez
John Miller, Ehlers & Associates, Inc.

CALL TO ORDER

Commissioner 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 APPROVAL

With no items removed from the Consent Agenda, Vice President Alter moved to approve the Consent Agenda. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Commissioners Motion carried. The Consent Agenda consisted of: Minutes of the Regular Board Meeting of December 16, 2014; Bills Payable for the months of December 2014/January 2015; Treasurer's Report; and Staff Reports.

APPROVAL OF BOND SALE TIMELINE

Treasurer Schmidt requested approval of the bond sale timeline for General Obligation Limited Tax Refunding Bonds, Series 2015A, new money General Obligation Alternate Revenue Bonds Series 2015B and General Obligation Limited Tax Bonds 2015C.

Treasurer Schmidt stated that it is the time of the year to do the annual General Obligation Refunding Bond issue for the Series 1999 CABS debt service that comes due on 12/1/2015 in the amount of \$2,300,000.00. The General Obligation Alternate Revenue Source Series 2015B is a new money issue that is done every other year. The money is used for the purpose of purchasing new vehicles, renovating playgrounds and facilities.

John Miller, Ehlers and Associates, Inc. recapped the bond sale timeline for the Series 2015A, Series 2015B and Series 2015C. Series 2015A is for refunding purposes of prior alternate bond debt service. This is a limited tax bond issue within the debt service extension base, principal and interest, and cannot exceed \$2.65 million in this levy year. It is adjusted each year with the cost of living (CPI).

The bi-annual new money issue Series 2015B is for \$2,000,000.00. The alternate bond issue for new money purposes requires an adoption of an ordinance, a thirty day petition period and a BINA hearing. Series 2015C is a small issue of about \$200,000 that will be sent to local banks in the fall

The bond council would like the refunding issue sold before April 1st. There will be a competitive sale at the March Board Meeting. A Parameters Ordinance will be required for the Series 2015B bonds. A Parameters Ordinance sets out the conditions for the sale of the alternate bond issue at that same meeting. The bond council wants those two sales to be separated by at least 15 days. Mr. Miller stated this is a more complicated process every other year with more activity with the benefit of receiving more money.

Treasurer Schmidt and Mr. Miller explained the purpose of the Parameters Ordinance to the Board.

Vice President Alter moved to approve the bond sale timeline to issue General Obligation Refunding bonds Series 2015A, New Money Alternate Revenue Source Bonds Series 2015B and Series 2015C General Obligation Limited Tax Bonds. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Motion carried.

APPROVAL OF REVISED FULL TIME COMPETITIVE PAY STRUCTURE

Executive Director Ohrlund said approximately 2 years ago the Park District had a consultant analyze the pay scale and full time job descriptions. It was the consultant's recommendation to keep the pay scale current and review it periodically. To stay current with inflation, staff is requesting approval to increase the salary range structure by 3%.

Commissioner Yanes inquired how this affects the budget. Executive Director Ohrlund explained that as part of the budget process a recommendation will be made for the percentage pay raise for base salary and merit increases for full time employees. There is no increase in salaries at this time. By approving this request, it puts the structure in place for the updated salaries.

Commissioner Yanes moved to approve the increase in the full time salary range pay structure by 3% effective May 1, 2015. Vice President Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Commissioners Motion carried.

APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FOR MCNALLY PARK PLAYGROUND RENOVATIONS

Superintendent Rea reported that McNally Park playground is due for renovation as identified in the five year capital plan and Comprehensive Master Plan. Middleton School uses McNally Park heavily and School District 73.5 has offered \$50,000.00 to help with the renovation expenses. Ida Crown School officials have indicated that they will be offering funds to assist in the renovation as well. The project is budgeted at \$275,000.00 in the 2015/2016 capital improvement plan.

Superintendent Rea stated that Brusseau Design Group has been utilized for past playground and park renovations and staff has been satisfied with their work. Professional fees of \$17,550.00 have been negotiated for this project.

Superintendent Rea reported that as of January 1, 2015 the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) requires all renovation and new projects with site improvements to go through their new storm water ordinance process. Superintendent Rea stated this will be an ongoing expense with new renovations and projects.

President Reid inquired why the MWRDGC is requiring this storm water ordinance. Superintendent Rea responded that the MWRDGC is making sure that storm sewers are not directly impacted with

runoff water, and that there is not an increase in the volume of water entering the system. Homeowners, private, and public renovations will all follow this storm water ordinance process.

Superintendent Rea said staff recommends authorizing entering into an agreement with Brusseau Design Group for professional services for the McNally Park playground renovation for \$17,550.00.

Commissioner Clarito inquired if the MWRDGC must approve the designs by Brusseau Design Group. Superintendent Rea responded that there will be public hearings with display boards on the playground renovations to gather public input into the new playground renovations. Executive Director Ohrlund said School District 73.5 will have input in the playground equipment as their school children use the playground equipment.

Vice President Alter moved to approve the agreement with Brusseau Design Group for professional services for McNally Park playground renovation \$17,550.00 plus construction observation costs. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Commissioners Motion carried.

APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FOR THE SPORTS PARK EAST DEVELOPMENT PROJECT

Executive Director Ohrlund informed the Board that staff, Gewalt Hamilton, and the attorneys are working on the professional services agreement for the Sports Park East development project and at this time there is no action to be taken on this agenda item. Superintendent Tuft is in contact with a representative of Gewalt Hamilton and staff will bring this back to the Board at the February Board Meeting.

PRESIDENT'S REPORT

President Reid discussed the date for the February Board Meeting. The date for the next Regular Meeting of the Board of Park Commissioners was set for Tuesday, February 17, 2015 at 7:00 p.m.

Commissioner Yanes inquired about electronic attendance at board meetings. Executive Director Ohrlund said he can bring a sample policy to the next board meeting.

The dates for the Finance Committee Meetings were discussed. The dates of March 9 and March 12 were selected with a concentration on Devonshire and Oakton Centers. The meetings will begin at 6:30 p.m. with a light dinner provided before the meeting.

COMMISSIONER COMMENTS

Commissioner Yanes stated that she attended the IPLAN "Rethink Your Drink" meeting. Commissioner Yanes reported that the NorthShore Hospital wants to sponsor this initiative and have community involvement.

President Reid suggested a booth for this initiative at the Festival of Cultures. Commissioner Yanes asked for any input to help with the initiative.

Commissioner Aberman entered the meeting at 7:30 p.m.

Commissioner Yanes stated that NorthShore hospital would like to have Park District instructors organize yoga classes for staff to promote a wellness program for their staff.

President Reid complimented the Employee Recognition Party that took place Saturday evening. Commissioner Aberman expressed kudos to the party committee. President Reid attended the Festival of Cultures Pot Luck Dinner and said it was great.

ADJOURNMENT

Vice President Alter moved to adjourn the regular meeting. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting ended at 7:36 p.m.

Michael Reid
President

John V. Ohrlund
Secretary