

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
JUNE 15, 2017
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Susan Aberman
Vice President Michael Reid
Commissioner Michael W. Alter
Commissioner Khemarey Khoeun
Commissioner Maureen Yanes

Others Present:

Executive Director/Secretary John V. Ohrlund
Superintendent of Business Services William G. Schmidt
Superintendent of Recreation and Facilities Michelle Tuft
Executive Administrative Assistant Ann Perez
Karen and Tom Fronczak, Skokie Residents

CALL TO ORDER

President Aberman called the regular meeting of the Board of Park Commissioners to order at 7:05 p.m., followed by the recitation of the Pledge of Allegiance.

COMMENTS FROM CITIZENS

No citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Alter moved to approve the Consent Agenda. Vice President Reid seconded. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of Minutes of the Regular Meeting of May 16, 2017; Annual Meeting of May 16, 2017; Bills payable for the month of May/June 2017; Treasurer's Report; and Staff Reports.

DIVERSITY COMMITTEE MEETING MINUTES OF JUNE 13, 2017

Minutes of the Diversity Committee Meeting were reviewed. Vice President Reid moved to approve the Diversity Committee Meeting Minutes as corrected. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

TWELVE MONTH OPERATING FUND SUMMARY ANALYSIS FISCAL YEAR 2016-2017 AS OF 4/30/17

Treasurer Schmidt presented the Twelve Month Operating Fund Summary Analysis for Fiscal Year 2016-2017 as of 4/30/17. Treasurer Schmidt explained each fund in detail. Treasurer Schmidt said revenues were higher and Aquatics and Skating had a great year. He said staff does a great job monitoring their budgets. President Aberman asked how the petition to disconnect from the Skokie Park District creating a loss of taxes would affect budget. Treasurer Schmidt responded that it would not have a significant effect on the current budget. No motion necessary, for discussion purposes only.

WEBER/FITNESS FIRST PROJECT UPDATE

Superintendent Tuft gave an update to the Board on the Weber/Fitness First project.

- Board Room progress continues
 - Painting is complete
 - The ceiling grid has been installed, including the clouds.
 - The wood floor has been installed, but not sealed.
 - Installation of the audio visual package has begun
 - Feature wall installation has begun
- The RTU's (roof top units) have been placed on the roof
- Progress in the locker rooms continues including taping and mudding of drywall and some of the walls have been primed and painted.
- Ceramic tile installation will begin tomorrow.
- Work on the stair tower has progressed including more exterior framing
- The stairs will be constructed in the stair tower next week.
- The partition wall in the hallway will be reduced once the tile has been installed in the restrooms.

Commissioner Yanes asked when Fitness First would be ready to open. Superintendent Tuft responded mid-August. Plans are to open when the locker rooms are completed. Karen Fronczak asked if members could be better updated on the progress of the project. Superintendent Tuft said the website is updated every week with pictures. Superintendent Tuft said she would increase informational signage and email fitness instructors with the project progress to inform class participants.

PREVAILING WAGE ORDINANCE #17-010

Treasurer Schmidt requested approval of the Prevailing Wage Ordinance #17-010. Treasurer Schmidt said state law requires that each unit of local government approve an ordinance setting prevailing wages for construction projects in the month of June. He said the Illinois Department of Labor revised the wage rates on June 5, 2017.

Commissioner Yanes moved to approve Ordinance #17-010 setting the prevailing wage rate. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

AUTHORIZATION TO PURCHASE REPLACEMENT MOWER

Executive Director Ohrlund requested authorization to purchase one 2018 propane powered Zero Turn Mower for use at Park Services at a cost of \$11,645.00. The mower is budgeted at \$11,500 in the 2017/2018 Vehicle and Equipment Replacement Fund. The old mower will be disposed of through an online auction.

Commissioner Khoeun moved to authorize staff to purchase one 2018 propane powered Toro Mower from Russo Hardware for \$11,645. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF AGREEMENT FOR ROOFING CONSULTANT FOR THE SKATIUM, PHASES II, III AND IV

Executive Director Ohrlund requested approval of the agreement for a roofing consultant for the Skatium, Phases II, III and IV. Executive Director Ohrlund said Building Technology

Consultants completed the Phase I study and investigation of the existing roofing system over the Skatium main rink. Roof replacement is budgeted at \$975,000 in the 2017/2018 Building Improvement Fund. The fee for the consultants will be \$49,400 and will be paid from this budgeted line item.

Vice President Reid moved to authorize staff to hire Building Technology Consultants to perform Phase II, III and IV for the Skatium Roof Replacement Project. Commissioner Yanes seconded the motion. On a roll vote, all Commissioners voted aye. Motion carried.

APPROVAL OF FURNITURE BID FOR WEBER/FITNESS FIRST RENOVATION

Superintendent Tuft requested approval of the furniture bid for the Weber/Fitness First renovation. Superintendent Tuft distributed the bid results to the Board. Three bids were received. The low bidder is Henricksen at \$79,969.84. The District has used Henricksen in the past at the Exploritorium. The project is budgeted at \$102,820. References have been checked and staff is recommending awarding the furniture bid to Henricksen.

Commissioner Yanes moved to award the furniture bid to Henricksen for the Weber renovation project in the amount of \$79,969.84. Commissioner Alter seconded the motion. On a roll vote, all Commissioners voted aye. Motion carried.

REVIEW AND FINAL STATUS FOR 2016-2017 DISTRICT AND DIVISION GOALS

Executive Director Ohrlund said the final status of the 2016/2017 District and Division Goals were distributed to the Board. There were no questions. No motion necessary, informational purposes only.

REVIEW AND APPROVAL OF 2017-2018 DISTRICT AND DIVISION GOALS

Executive Director Ohrlund said the draft District and Division goals were sent to the Board for review and approval. Executive Director Ohrlund asked for any comment or questions. Commissioner Yanes asked about some specific goals and staff responded to her questions. Commissioner Khoeun asked about web registration. Superintendent Tuft responded. Superintendent Tuft gave an update on the pool heater at Skokie Water Playground.

Commissioner Yanes moved to approve the 2017-2018 District and Division goals for the current fiscal year. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

PRESIDENT'S REPORT

The date of the Public Hearing for Schack Park Playground was set for July 18, 2017 at 6:00 p.m. The date of the regular meeting of the Board of Park Commissioners was set for Tuesday, July 18, 2017 at 7:00 p.m.

COMMISSIONER COMMENTS

President Aberman began the discussion on the Board Diversity Committee Meeting held on June 13, 2017. President Aberman suggested that the committee be renamed the Diversity Advisory Council and consist of Skokie residents. Commissioner Yanes would chair the Diversity Advisory Council and report back to the Diversity Committee. Vice President Reid said there were great ideas, good substance and opinions at the meeting. Commissioner Khoeun said the Diversity Advisory Council is an opportunity to involve residents and pique interest in diversity. Commissioner Khoeun liked renaming the committee as well.

Commissioner Khoeun asked about District marketing ideas. Commissioner Khoeun will schedule a Marketing Committee.

Commissioner Khoeun asked about exploring ways the District is being environmentally friendly. Superintendent Tuft said the Environmental Action Team consisting of District staff meet regularly to discuss environmental stewardship of the District. Superintendent Tuft said that in the fall the EA-Team could attend the Board meeting and make a presentation to the Board.

Executive Director Ohrlund discussed the District's proactive stance in testing drinking fountain water quality.

Vice President Reid said he attended the Sunday performance of "Working". He complimented Robin Horwitz and her staff and all involved on the great production.

Commissioner Yanes attended the IAPD Boot Camp and said she received some good information from the training.

EXECUTIVE SESSION

Commissioner Alter moved to enter into Executive Session to review the minutes of April 18, 2017 and to discuss the appointment, employment, performance, compensation or dismissal of employee(s). Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ACTION TAKEN FROM EXECUTIVE SESSION

The regular session meeting reconvened at 9:48 p.m.

Commissioner Yanes moved to approve the content of the Executive Session Minutes of April 18, 2017 and to authorize the release of said minutes from April 18, 2017. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Commissioner Yanes moved to approve Ordinance #17-011 establishing the annual salary of the Executive Director. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ADJOURNMENT

Commissioner Yanes moved to adjourn the regular meeting. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting adjourned at 9:51p.m.

Susan Aberman
President

John V. Ohrlund
Secretary