

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MARCH 20, 2018
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
Superintendent of Parks Mike Rea
Assistant Superintendent Jon Marquardt
Executive Administrative Assistant Ann Perez
Arthur Rosenson, Skokie Resident
Robert Goodman, Skokie Resident
Maureen Barry, Ehlers & Associates

CALL TO ORDER

President Aberman 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

Mr. Arthur Rosenson addressed the Board regarding the scheduling of tennis classes. He referenced the spring program guide regarding the number of tennis classes scheduled for Saturdays at Central Park and requested the Board consider moving some classes to the Skokie Tennis Center.

Mr. Robert Goodman said he was in support of Mr. Rosenson's request and that due to religious reasons many of the tennis players walk to the park to play tennis. Ms. Tuft said she will investigate with staff and contact Mr. Rosenson once she has more information.

PUBLIC HEARING ON THE BOND ISSUE NOTIFICATION ACT

President Aberman called the Public Hearing on the Bond Issue Notification Act to order at 7:06 p.m. She asked for any comments regarding the General Obligation Alternate Bond sale, Series 2018B. There were no comments or questions. President Aberman closed the Public Hearing at 7:07 p.m.

CONSENT AGENDA APPROVAL

Vice President Reid moved to approve the Consent Agenda. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of Minutes of the Diversity Advisory Committee Meeting of February 13, 2018, Minutes of the Regular Meeting of February 20, 2018; Minutes of the

Finance Committee Meeting of March 13, 2018; bills payable for the month of January/February 2018; Treasurer's Report; and Staff Reports.

ADOPTION OF ORDINANCE #18-001 AUTHORIZING THE ISSUANCE OF \$2,305,000 GENERAL OBLIGATION LIMITED TAX REFUNDING BONDS, SERIES 2018A OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #18-001 authorizing the issuance of \$2,305,000 General Obligation Limited Tax Refunding Bonds, Series 2018A. Treasurer Schmidt introduced Maureen Barry, Ehlers & Associates to discuss the bond sale. Ms. Barry said five bids were received of which one was considered non-conforming. Ms. Barry said the refunding bond issue is for the principal and interest on the Series 1999 Capital Appreciation Bonds for \$1,395,000 and the Series 2001B Capital Appreciation Bonds for \$905,000 due on December 1, 2018. Ms. Barry said the bid award is recommended to Capital One Public Funding LLC, Melville, NY with a true interest rate of 2.5879%.

Commissioner Yanes moved to approve Ordinance #18-001 to authorize the issuance of \$2,305,000 of General Refunding Bonds Series 2018A. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF THE 2018 REFUNDING ESCROW DEPOSIT AGREEMENT WHICH RELATES TO ORDINANCE #18-001

Treasurer Schmidt requested the approval of the 2018 Refunding Escrow Deposit Agreement which relates to Ordinance #18-001. Treasurer Schmidt explained this agreement takes the proceeds from the refunding bond issue Series 2018A and invests these proceeds in government obligations for the maturing principal of and the interest earned on government obligations. These proceeds along with other money held will be used to pay the debt service payments as they become due and payable.

Vice President Reid moved to approve the 2018 Refunding Escrow Deposit Agreement to authorize the District to escrow approximately \$2,305,000 of debt service payments into a special and irrevocable escrow fund per the attached agreement. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ADOPTION OF ORDINANCE #18-002 PROVIDING FOR THE ABATEMENT OF CERTAIN TAXES LEVIED FOR THE PAYMENT OF THE PRINCIPAL AND INTEREST ON GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE) SERIES 2011A, GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2013B, AND GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2015B, OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #18-002 for the abatement of certain taxes levied for the payment of the principal and interest on General Obligation Bonds (Alternate Revenue source) Series 2011A, General Obligation Bonds (Alternate Revenue Source), Series 2013B and General Obligation Bonds (Alternate Revenue Source), series 2015B. These issues represent the bond issue for the Skatium Rehab Bonds paid from the Recreation Fund and the interest costs on the series 2013B and 2015B to be paid from District funds. The approval of this Ordinance allows for the bond and interest costs to be removed from the District's tax levy.

Commissioner Khoeun moved to approve Ordinance #18-002 to authorize the abatement of certain taxes levied for the payment of the principal and interest on the Series 2011A General

Obligation Bonds and the interest costs on series 2013B and series 2015B General Obligation Bonds (Alternate Revenue Source) of the Skokie Park District. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ADOPTION OF ORDINANCE #18-003 PROVIDING FOR THE ABATEMENT OF CERTAIN TAXES LEVIED FOR THE PAYMENT OF THE PRINCIPAL AND INTEREST ON GENERAL OBLIGATION PARK BONDS, SERIES 1999 (CAPITAL APPRECIATION BONDS) AND ON THE PRINCIPAL AND INTERST ON GENERAL OBLIGATION PARK BONDS SERIES 2001B (CAPITAL APPRECIATION BONDS) OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #18-003 providing the abatement of certain taxes levied for the payment of the principal and interest on General Obligation Park Bonds, Series 1999B (Capital Appreciation Bonds) and on the principal and interest on General Obligation Park Bonds Series 2001B (Capital Appreciation Bonds). Treasurer Schmidt explained this Ordinance relates to the annual refunding bond issue to spread out the principal and interest payments for the amounts due on Series 1999 Capital Appreciation Bonds \$1,395,000 and the amounts due on Series 2001B of \$905,000. This abates the bond and interest costs from the District's tax levy.

Commissioner Yanes moved to approve Ordinance #18-003 to authorize the abatement of certain taxes levied for the payment of the principal and interest on General Obligation Bonds, Series 1999 and Series 2001B. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

TENTATIVE BUDGET & APPROPRIATION ORDINANCE #18-004 FISCAL YEAR 2019

Treasurer Schmidt said following the budget presentation at the Finance Committee Meeting, the budget was put into a legal document (Ordinance #18-004) for public display for 30 days at Devonshire, Oakton and Weber Leisure Centers. This document mirrors the operating budget that was presented at the Finance Committee Meeting. A public hearing on the Tentative Budget and Appropriation Ordinance will take place at the April Board meeting.

Vice President Reid moved to approve the Tentative Budget and Appropriation Ordinance #18-004 for Fiscal Year 2019 so it can be on public display for thirty days. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

PARK SERVICES FACILITY UPDATE

Superintendent Rea gave a report on the progress of the new Park Services facility. Mr. Rea said the construction progress is as follows:

- Masonry
 - o The new entrance addition which will house the staircase and elevator continues to take shape. All of the walls are up and roofing is going on this week. Face brick will start by the end of the week weather permitting.
- Door openings
 - o Installation of door jambs throughout the building continues.
 - o The five large overhead doors are scheduled to be delivered this Friday.
 - o Structural steel work to support the masonry over and around the new overhead doors continues.

- Painting
 - The first coat of paint has been applied and existing ceilings in the shop areas are being painted.
- Heating and ventilation and air conditioning (HVAC)
 - Duct and structure steel modification work continues.
 - The two roof top units were relocated and were re-wired.
- Concrete
 - Thickened concrete will be poured under the new overhead door openings located at the northwest corner of the building shortly. Floors in the new entryway and behind the elevator have been poured.
- Plumbing
 - Work continues on roof drain runs to the storm water storage cistern system.
 - New roof drains have been installed over the new entryway.
- Electrical
 - Work continues on the removal of some of the old electrical circuits and equipment and the re-routing of some existing electrical in preparation of the mezzanine.
 - Old carpet on the second floor has been removed.

No motion required. For informational purposes only.

AMERICANS WITH DISABILITIES ACT TRANSITION PLAN

Superintendent Rea said the Americans with Disabilities Act Transition Plan was created in 2011 and adopted by the Park Board of Commissioners in February 2012. Over the past seven years staff has addressed many of the items on the plan. A spreadsheet with the status of the items was included in the Board report. Mr. Rea spoke about the updates to the ADA Transition Plan this past year.

Asphalt pathways and concrete sidewalks with barriers have been eliminated by removing and replacing the settled asphalt or concrete. Sidewalk settlement issues were addressed at the following locations, Dammrich Rowing Center, Laramie Shelter, Oakton Community Center entrances, Schack and Veterans Parks.

A handicapped accessible playground was installed at Winnebago Park in May of 2017.

Engineered wood fiber (EWF) was added to the following playgrounds to keep them in compliance for ADA access: Emerson, Lyons, Oakton, Pawnee, Terminal Parks, and at Tot Learning Center.

All Park District facility sinks were inspected for compliance with protective water line and trap insulation kits. Only one was reported missing and was replaced. These kits protect wheelchair patrons from burns caused by hot water in supply lines and drain traps.

Commissioner Khoeun moved to approve the March 20, 2018 update to the District's American's with Disabilities Transition Plan. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye.

APPROVAL OF APPOINTMENTS TO DIVERSITY ADVISORY COMMITTEE

Executive Director Ohrlund said appointments to the Diversity Advisory Committee require Board approval. Currently there are three members on the Diversity Advisory Committee. Michael Delanois, Pramod Shah and Joseph Tamraz have applied for the Diversity Advisory Committee. Executive Director Ohrlund said two of the applicants have expressed interest in both the Diversity Advisory Committee and the Community Engagement and Outreach Committee which is now being formed. Executive Director Ohrlund asked for a discussion on whether to permit membership by one person on two advisory committees. The Board decided it would not be appropriate to serve on two advisory committees. District residency is also required.

Commissioner Yanes moved to appoint Michael Delanois to the Diversity Advisory Committee. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

AUTHORIZATION TO FORM COMMUNITY OUTREACH AND ENGAGEMENT COMMITTEE

Executive Director Ohrlund said according to Board policy any new committee must be approved by the Board. The Board discussed potential overlap between two Board committees. Commissioner Khoeun said the new committee will be meeting in April.

Vice President Reid moved to approve the formation of a Board Community Outreach and Engagement Advisory Committee and to appoint Commissioner Khoeun as the Chair. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF BUSINESS RELATED TRAVEL EXPENSE REIMBURSEMENTS

Executive Director Ohrlund requested the approval of business related travel expense reimbursements for President Aberman, Vice President Reid and Commissioners Khoeun and Yanes for expenses incurred at the IAPD/IPRA Conference in January 2018 in Chicago, IL.

Commissioner Alter moved to approve expense reimbursement for Commissioners, Aberman, Reid, Yanes, Khoeun for business related travel expenses incurred at the IAPD/IPRA Conference held in Chicago, IL in January 2018. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF HEALTH INSURANCE RENEWAL

Treasurer Schmidt requested approval of the District's health insurance plan renewal. The District's carrier is Blue Cross Blue Shield. Staff worked with the insurance broker to keep rates as low as possible. The overall gross premium cost will be going up 5.3% which is an increase of \$51,614 per year based on the current census. The employee portion of premium costs will go up proportionally.

Commissioner Alter moved to approve the renewal of the District's health benefits with Blue Cross Blue Shield for a period of one year beginning May 1, 2018 at a gross increase of 5.3% based on the current census. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye.

APPROVAL OF DENTAL INSURANCE RENEWAL

Treasurer Schmidt requested approval of the dental insurance renewal. The District's current dental insurance carrier is Delta Dental. The proposed rates for the PPO plan and the DMO plan reflect no increase for a period of 12 months.

Commissioner Khoeun moved to approve the renewal of dental insurance for the District with Delta Dental of Illinois for a period of 12 months with no rate increase. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye.

APPROVAL OF VISION INSURANCE RENEWAL

Treasurer Schmidt requested approval of the vision insurance renewal. The District's vision insurance carrier is Delta Dental Vision. The renewal policy has a 0% increase for a 12 month period.

Vice President Reid moved to approve the District's vision insurance with Delta Dental Vision for a period of 12 months beginning May 1, 2018 with no rate increase. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

IAPD/IPRA CONFERENCE SESSION REPORT

Executive Director Ohrlund asked for discussion on the IAPD/IPRA session reports. Commissioners were very satisfied with the format and information provided in the report and ideas on program implementation.

No motion required. For informational purposes only.

PRESIDENT'S REPORT

The Diversity Advisory Committee Meeting will be held on Tuesday, April 10, 2018 at 7:00 p.m. at Oakton Community Center. The regular meeting of the Board of Park Commissioners will be held on Thursday, April 19, 2018 at 7:00 p.m. at location to be determined. The Community Outreach and Engagement Committee Meeting will be held on Thursday April 26, 2018 at 7:00 p.m. at the Oakton Community Center.

COMMISSIONER COMMENTS

Commissioner Alter said parents would like to have a survey to complete after hockey programs for feedback and evaluation of the programs and classes. Superintendent Tuft said surveys are available through email as well as paper copies. Ms. Tuft said she will discuss with the Hockey Director and IT Department to ensure surveys are available for hockey programs.

Executive Director Ohrlund reported on staff members who received awards at the IAPD/IPRA Conference. Diane Hardy Corporate Sponsorship Manager received the MVP award for the Communications and Marketing Section and Breanne Schnoor was elected to the Recreation Section of the IPRA Board.

Executive Director Ohrlund spoke about the SEED program (Seeking Education Equity and Diversity) which some staff participate in. Fouzia Khan, Tot Learning Center Manager has been selected to receive a scholarship for training to become a SEED facilitator. More information can be found on the Skokie Cares website.

The regular meeting adjourned at 8:10 p.m.

Susan Aberman
President

John V. Ohrlund
Secretary