

**MINUTES OF THE  
REGULAR MEETING  
OF THE  
BOARD OF PARK COMMISSIONERS  
SKOKIE PARK DISTRICT  
MARCH 20, 2012  
7:00 P.M.**

**ATTENDANCE AT MEETING**

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

Others Present: Director/Secretary Mark Schneiderman  
Treasurer William G. Schmidt  
Superintendent of Recreation Michelle Tuft

Absent: Superintendent of Parks and Facilities John Ohrlund

**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, Vice President Aberman moved to approve the Consent Agenda. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of: Minutes from the Regular Board Meeting of February 21, 2012; Minutes of the Finance Committee of March 6, 2012; Minutes of the Finance Committee Meeting of March 7, 2012; Bills Payable for the month of March 2012; Treasurer's Report; and Staff Reports.

**APPROVAL OF THE TENTATIVE BUDGET AND APPROPRIATION ORDINANCE #12-002**

Superintendent Schmidt requested Board approval of the Tentative Budget and Appropriation Ordinance #12-002. The Ordinance contains the operating budget for fiscal year 2013. Once approved, the Ordinance will be placed on display for thirty (30) days at the Devonshire Center, Oakton Center and Weber Center for public comment. A public notice will be placed in the Skokie Review. A public hearing will be held at the April Board Meeting.

Commissioner Clarito moved to approve the Tentative Budget and Appropriation Ordinance #12-002 for fiscal year 2013 so it can be on public display for thirty days. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**ADOPTION OF BOND ORDINANCE #12-003, AUTHORIZING THE ISSUANCE OF APPROXIMATELY \$3,565,000 OF GENERAL OBLIGATION BONDS, SERIES 2012A OF THE SKOKIE PARK DISTRICT**

Treasurer Schmidt introduced John Miller, the representative from the Park District's financial advisor, Ehlers and Associates. Prior to the meeting the results of the bond sale of today's date were distributed to the Board members. Mr. Miller reported that the bond sale was very successful. The bond sale was for \$3,485,000 General Obligation Refunding Bonds, Series 2012A that pays the debt service for the 1994-B Capital Appreciation Bonds due on December 1, 2012.

Mr. Miller reported that four bids were received. The bid was awarded to BOSC, Inc., a subsidiary of BOK Financial Corp in Menomonee Falls, WI at a rate of 0.9175%. Mr. Miller stated that this is the lowest rate the District has received on a bond sale due to the economy. The Board was very pleased with the results of the bond sale.

Mr. Miller reported that Moody's affirmed the Park District's "Aa2" rating citing that despite the recession, the Park District completed a capital improvement project.

Vice President Aberman inquired about previous bond sale rates. Mr. Miller reported that in 2011 the rate was 1.02% and in 2010 the rate was .93%.

Vice President Aberman moved to approve Ordinance #12-003 to authorize the issuance of approximately \$3,485,000 of General Obligation Bonds Series 2012A. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**ADOPTION OF BOND ORDINANCE #12-004, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$735,000 GENERAL OBLIGATION REFUNDING BONDS SERIES 2012B OF THE SKOKIE PARK DISTRICT**

Treasurer Schmidt explained the purpose of Ordinance #12-004. This is an annual refunding issue due to the action of the Board to reduce approximately \$750,000 of interest when the Board approved the 2004A Series General Obligation Refunding Bonds that called in the Series 1996C Bonds. This sale will not occur until October 2012 as required by law.

Commission Yanes moved to approve Parameters Ordinance #12-004 to authorize the issuance of not to exceed \$735,000 of General Refunding Bonds Series 2012B at an interest rate not to exceed 6%. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**ADOPTION OF ORDINANCE #12-005 PROVIDING THE ABATEMENT OF CERTAIN TAXES LEVIED FOR THE PAYMENT OF THE PRINCIPAL OF AND INTEREST ON GENERAL OBLIGATION PARK BONDS, SERIES, 1994B, (CAPITAL APPRECIATION BONDS), AND GENERAL OBLIGATION REFUNDING BONDS SERIES 2004A, OF THE SKOKIE PARK DISTRICT**

Treasurer Schmidt explained that the adoption of Ordinance #12-005 is part of the annual refunding issue. This allows the refunding issue to spread out the principal and interest payments for the amounts due on Series 1994-B Capital Appreciation Bonds \$3,505,000; and the Series 2004A General Obligation Refunding Bonds \$741,800. This process is necessary to remove the bond and interest costs from our tax levy.

Commissioner Alter moved to approve Ordinance #12-005 to authorize the abatement of certain taxes levied for the payment of the principal and interest on the above mentioned General Obligation Bonds. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**ADOPTION OF ORDINANCE #12-006 PROVIDING THE ABATEMENT OF CERTAIN TAXES LEVIED FOR THE PAYMENT OF THE PRINCIPAL OF AND INTEREST ON GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2009A AND GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE) SERIES 2011A OF THE SKOKIE PARK DISTRICT**

Treasurer Schmidt stated that Ordinance #12-006 provides for the abatement for alternate revenue source issues Series 2009A and 2011A. These issue represent the bond issue for the handicap accessory upgrades at the pools to be paid from the Special Recreation Fund and the Skatium Renovation bonds to be paid from the Recreation Fund. The ordinance allows for the bond and interest costs to be removed from our tax levy.

Commissioner Clarito moved to approve Ordinance #12-006 to authorize the abatement of certain taxes levied for the payment of principal and interest on the Series 2009A and Series 2011A General Obligation bonds. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF THE 2012 FIRST REFUNDING ESCROW DEPOSIT AGREEMENT WHICH RELATES TO ORDINANCE #12-003**

Treasurer Schmidt explained that the first refunding escrow deposit agreement relates to Ordinance #12-003. This agreement takes the proceeds from the refunding bond issue Series 2012A and invests them in government obligations. The proceeds of the maturing principal of and the interest earned together with other funds will then pay each installment of the Debt Service Payments as they become due on December 1, 2012.

Commissioner Yanes moved to approve the 2012 First Refunding Escrow Deposit Agreement to authorize the District to escrow approximately \$3,485,000 of debt service payments into a special and irrevocable escrow fund per the attached agreement. Vice President Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF THE 2012 SECOND REFUNDING ESCROW DEPOSIT AGREEMENT WHICH RELATES TO ORDINANCE #12-004**

Treasurer Schmidt explained that the second refunding escrow deposit agreement relates to Ordinance #12-004. This agreement takes the proceeds from the refunding bond issue Series 2012B and invests them in government obligations. The proceeds of the maturing principal of and the interest earned together with other funds will then pay each installment of the Debt Service Payments as they become due on December 2012.

Vice President Aberman moved to approve the 2012 Second Refunding Escrow Deposit Agreement to authorize the District to escrow approximately \$710,000 of debt service payments into a special and irrevocable escrow fund per the attached agreement. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**AUTHORIZATION FOR ORDINANCE #12-007 DISPOSAL OF FIXED ASSETS**

Executive Director Schneiderman requested authorization for disposal of certain fixed assets listed below.

<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Model</u>	<u>VIN#</u>
1994	Ford	Stake Bed Truck	F-350	1FDKF37K3REA37278
2006	Wells Cargo	Trailer		1W4200J2161115632

This equipment has served the District well and is slated for disposal. These pieces of equipment will be placed for auction. The funds received from the auction are placed into the Vehicle and Equipment Replacement Fund.

Commissioner Clarito moved to approve Ordinance #12-007 authorizing the disposal of two fixed assets. Vice President Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF POOL FOOD CONCESSION SERVICES CONTRACT**

Executive Director Schneiderman reminded the Board that at last month's meeting the Board approved the pool food concession bid from Rent-A-Chef. The Park District attorneys have reviewed the Rent-A-Chef agreement. The agreement is for a four year period. There is an initial fee of \$7,000.00 per year plus 10% of any sales beyond \$70,000.00. Staff is very pleased with the food and services provided by Rent-A-Chef at the Weber Park Café.

Vice President Aberman inquired about the cost to the District for the equipment to be supplied to Rent-A-Chef. Executive Director Schneiderman responded that it was minimal cost to the District.

President Reid stated that it will be an adjustment period for Rent-A-Chef for the first year at the pool concessions.

Commissioner Yanes moved to approve a Food Service Agreement for the pools with Rent-A-Chef for a four year period. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

#### **APPROVAL OF HEALTH INSURANCE RENEWAL**

Superintendent Schmidt requested approval of the District's health insurance renewal. This year the renewal rate is an increase of 1.63% which is an increase of \$11,476.00 per year in premium based on the current census. The Board was very pleased with this minimal rate increase.

Commissioner Yanes inquired if staff would be evaluating offering health insurance benefits for part time staff. Superintendent Schmidt responded that in 2014 there will be legislation requiring employers to offer benefits to part time employees. Prior to that legislation, staff will be evaluating and determining how to structure the health insurance benefits.

Vice President Aberman suggested surveying the part time employees to determine if there is interest in the health insurance benefits.

Vice President Aberman moved to approve the renewal of the District's health benefits with Blue Cross Blue Shield for a period of one year, 05/01/2012 – 04/30/2013 based on the above recommendation. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

#### **APPROVAL OF DENTAL INSURANCE RENEWAL**

Superintendent Schmidt requested approval of the dental insurance renewal. The current dental insurance carrier is Delta Dental. The proposed rates for the PPO and DMO reflect no change in premiums. Staff recommends renewing the dental insurance with Delta Dental for another year.

Vice President Aberman moved to approve the renewal of dental insurance for the District with Delta Dental of Illinois for a period of 12 months. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

#### **APPROVAL OF VISION INSURANCE RENEWAL**

Superintendent Schmidt requested approval of the District's vision insurance renewal. There is a zero increase in rates for the current plan. The current plan has a \$5 copay. Staff is recommending the approval of the renewal of the vision insurance with Vision Service Plan.

Vice President Aberman moved to approve the renewal of the District's vision insurance with Vision Service Plan for a period of 12 months. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

#### **APPROVAL OF BID FOR OAKTON COMMUNITY CENTER FIRE ALARM SYSTEM**

Superintendent Tuft reported that one bid was received for the Oakton Community Center Fire Alarm System Bid. The bidder was ADT Security Services. Currently ADT Security Services is servicing the Skokie Heritage Museum and Park Services. ADT installed the new burglar alarm system at the Oakton Center. Staff has been very satisfied with the services and products supplied by ADT.

The bid includes a 5 year maintenance contract fee, 5 year annual inspection contract fee, all system components, conversion, installation and testing and no increase on the contracts unless additional services or protection are added.

\$20,500.00 has been budgeted in the capital projects for the replacement of the fire alarm system at Oakton Center. The maintenance contract and annual inspection costs are budget and charged to the

Oakton Center on an annual basis.

Commissioner Yanes moved to award the bid for the Oakton Community Center fire alarm system to ADT Security Services in the amount of \$22,316.00. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF BID FOR TOT LEARNING CENTER CARPETING**

Superintendent Tuft reported that two bids for the Tot Learning Center carpeting were received. The low bidder was Scharm Floor Covering. Staff is recommending including all of the alternates bid as well. The alternates include replacing the carpet in the offices and adding attic stock for the hallways and offices and color accents and borders. \$24,000.00 is budgeted for the carpeting. The total cost is \$17,593.71 including the alternates.

Commissioner Yanes inquired if the carpet replacement materials were carpet tiles or carpet rolls. Superintendent Tuft responded carpet tiles. They are easier to replace when worn and look very nice.

Commissioner Yanes moved to award the bid to Scharm Floor Covering for a carpet replacement at the Tot Learning Center for a total not to exceed \$17,593.71. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**PRESIDENT'S REPORT**

At this time President Reid confirmed the date of the April Board Meeting with the other Commissioners. The next regular meeting of the Board of Park Commissioners will be held on Tuesday, April 24, 2012, at 7:00P.M.

**COMMISSIONER COMMENTS**

Commissioner Clarito commented that Oakton Center is hosting a free AFIRE workshop on citizenship on Saturday, March 31<sup>st</sup>. State Representatives Lou Lang and Daniel Bliss are scheduled to attend.

Commissioner Yanes commented that she liked the budget presentations by staff this year. More information and knowledge about the programming was attained by the Board during the staff presentations.

Commissioner Yanes inquired about the incident at the Skokie Public Library with the teens "hanging around" the Library. Executive Director Schneiderman stated that School District 69 must make a determination before the Park District can become involved with offering any programs or facilities on their property.

Commissioner Yanes inquired about the Big Brothers/ Sisters program. Executive Director Schneiderman responded that currently there are six children in the program. Acquiring the big brothers and big sisters has been the issue. Certain criteria must be met and a strong commitment must be made by the individuals that volunteer for the program. As the program grows, so too will the number of participants.

President Reid inquired about any more information on the death of a teenager at Tecumseh Park. Executive Director responded that it was likely determined to be the result of a medical condition.

Executive Director Schneiderman and Superintendent Ohrlund will attend the Legislative Conference in May in Springfield.

**ADJOURNMENT**

A motion was made by Commissioner Clarito to adjourn the regular meeting. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting ended at 7:55p.m.

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Michael Reid  
President

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Mark Schneiderman  
Secretary