

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MARCH 19, 2013
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present: President Mike Reid
Commissioner Susan Aberman
Commissioner Jerry B. Clarito

Others Present: Director/Secretary John V. Ohrlund
Treasurer William G. Schmidt
Superintendent of Parks Michael Rea
Superintendent of Recreation and Facilities Michelle Tuft
Assistant Superintendent of Recreation Jon Marquardt

John Miller, Ehlers and Associates
Floyd Bednarz, 8051Knox Ave, Skokie, IL
George Sweet, SkokieLandlord.org

Absent: Vice President Maureen Yanes
Commissioner Michael W. Alter

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.

PUBLIC HEARING ON THE BOND ISSUE NOTIFICATION ACT

President Reid called to order the Public Hearing on the Bond Issue Notification Act. He asked for any comments or questions regarding the proposed \$2,000,000 general alternate bond sale Series 2013B. Hearing none, President Reid closed the Public Hearing at 7:02 p.m.

COMMENTS FROM CITIZENS

Floyd Bednarz, 8051 Knox Avenue, Skokie, IL addressed the Board. Mr. Bednarz stated that he is a college professor of Biology. He asked the Board about the environmental remediation project at Oakton and McCormick. His students have an interest and concerns about the remediation project.

President Reid responded that the environmental remediation project is being conducted by Nicor Gas. The Park District and the Village of Skokie are not directly involved in the remediation project.

Executive Director Ohrlund responded that the Skokie Public Library is the repository for the information and reports on the remediation project. The information on the remediation including the truck routes can be found at www.skokiesite.com. Mr. Bednarz thanked the Board for the information.

CONSENT AGENDA

With no items removed from the Consent Agenda, Commissioner Aberman moved to approve the Consent Agenda. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried. The Consent Agenda consisted of: Minutes of the Regular Board Meeting of February 19, 2013; Minutes of the Finance Committee Meeting of March 7, 2013; Bills Payable for the months of February 2013 /March 2013; Treasurer's Report; and Staff Reports.

TENTATIVE BUDGET AND APPROPRIATION ORDINANCE #13-007 FISCAL YEAR 2014

Treasurer Schmidt explained that the Budget & Appropriation Ordinance is the legal document that allows the Park District to appropriate and spend money. Once the Board approves the Tentative Budget & Appropriation Ordinance #13-007, it will be placed on display at Devonshire, Oakton and Weber Centers for a period of thirty days as required by law for the public to review. At the April Board Meeting a public hearing will be held on the Budget & Appropriation Ordinance. The regular April Board Meeting date needs to be rescheduled to accommodate the thirty day public notice requirement. The April Board Meeting date was changed to April 23, 2013 at 7:00 p.m.

Commissioner Clarito moved to approve the Tentative Budget and Appropriation Ordinance #13-007 for fiscal year 2014 so it can be on public display for thirty days. Commissioner Aberman seconded the motion. Vice President Yanes and Commissioner Alter were absent. On a roll call vote, all Commissioners voted aye. Motion carried.

ADOPTION OF ORDINANCE #13-004 AUTHORIZING THE ISSUANCE OF APPROXIMATELY \$4,225,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013A OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt explained the purpose of Ordinance #13-004 for authorizing the issuance of \$4,225,000 General Obligation Refunding Bonds, Series, 2013A of the Skokie Park District. The Ordinance spreads out the principal and interest payments for the amounts due on the Series 1994-B Capital Appreciation Bonds in the amount of \$3,565,000 and Series 2004A Refunding Bonds in the amount of \$700,000. The two refunding bonds were combined for the bond sale.

Treasurer Schmidt introduced John Miller of Ehlers and Associates to discuss the bond sale results.

Mr. Miller stated that the market is impressive right now. Four bids were received for the bond sale. The lowest bidder was Fifth Third Securities, Inc. Cincinnati Ohio at a true interest cost of .05287%. The favorable result is attributed to low interest rates for a one year issue and the Moody's affirmation of the Park District's "Aa2" bond rating. Mr. Miller stated that the Park District has solid operating reserves, close fiscal oversight and the Board and staff provide strong leadership.

President Reid inquired about interest money saved. Treasurer Schmidt responded that over \$700,000 of interest was saved on the second refunding bond.

Mr. Miller stated that the final payment for the 1994-B Capital Appreciation Bond will be paid with the proceeds of the bond sale on December 1, 2013.

Commissioner Aberman moved to approve Ordinance #13-004 to authorize the issuance of approximately \$4,225,000 of General Refunding Bonds Series 2013A. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

ADOPTION OF ORDINANCE #13-005 PROVIDING FOR THE ABATEMENT OF CERTAIN TAXES LEVIED FOR THE PAYMENT OF THE PRINCIPAL AND INTEREST ON GENERAL OBLIGATION PARK BONDS, SERIES 1994-B (CAPITAL APPRECIATION BONDS) AND GENERAL OBLIGATION REFUNDING BONDS SERIES 2004A OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #13-005 providing for the abatement of certain taxes levied for the payment of the principal and interest on General Obligation Park Bonds, Series 1994-B (Capital Appreciation Bonds) and General Obligation Refunding Bonds Series 2004A of the Skokie Park District. This Ordinance is necessary for the bond and interest costs to be removed from the tax levy.

Commissioner Clarito moved to approve Ordinance #13-005 to authorize the abatement of certain taxes levied for the payment of the principal and interest on the above-mentioned General Obligation Bonds. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice

President Yanes and Commissioner Alter were absent. Motion carried.

ADOPTION OF ORDINANCE #13-006 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 OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #13-006 providing for the abatement of certain taxes levied for the payment of principal and interest on General Obligation Bonds (Alternate Revenue Source) Series 2011A of the Skokie Park District. The Alternate Revenue Source Bonds were used for the Skatium renovation and handicapped accessibility upgrades at the pools. The Ordinance provides for the bond and interest costs to be removed from the tax levy.

Commissioner Aberman moved to approve Ordinance #13-006 to authorize the abatement of certain taxes levied for the payment of the principal and interest on the Series 2009A and Series 2011A General Obligation Bonds. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

APPROVAL OF THE 2013 REFUNDING ESCROW DEPOSIT AGREEMENT WITH RELATES TO ORDINANCE #13-004

Treasurer Schmidt requested approval of the 2013 Refunding Escrow Deposit Agreement. He explained that the agreement takes the proceeds from the refunding bond issue and invests these proceeds in government obligations so that together with other money there will be sufficient funds to pay the Debt Service as the payments come due.

Commissioner Aberman inquired if the Debt Service amount of \$4,208,000 was accurate. Treasurer Schmidt responded yes. Commissioner Clarito commented that the Park District earns a small amount of interest on the escrow account.

Commissioner Clarito moved to approve the 2013 Refunding Escrow Deposit Agreement to authorize the District to escrow approximately \$4,208,000 of debt service payments into a special and irrevocable escrow fund per the attached agreement. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

APPROVAL OF HEALTH INSURANCE RENEWAL

Superintendent Schmidt said he has good news about insurance costs. The District's health insurance renewal date is May 1, 2013. Working through its brokers the District received a .002% increase of \$1,539.00 per year based on the current census.

Superintendent Schmidt partially attributes the Wellness Program that has been instituted over the past four years for the excellent rate. The Wellness Program has alerted some employees of health conditions that they may not have been aware of so that they can get treatment and make some positive changes in their lives.

Commissioner Aberman moved to approve the renewal of the District health insurance benefits with Blue Cross/Blue Shield for a period of one year 05/01/2013 - 4/30/2014 based on the above recommendation. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

APPROVAL OF DENTAL INSURANCE RENEWAL

Superintendent Schmidt reported that the District's dental insurance plan renewal date is 05/01/2013. The District did not receive an increase in the premiums. Staff is recommending renewing the dental insurance plan with Delta Dental for another 12 month period.

Commissioner Clarito moved to approve the renewal of dental insurance for the District with Delta

Dental of Illinois for a period of 12 months. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

APPROVAL OF VISION INSURANCE RENEWAL

Superintendent Schmidt reported that the District's vision insurance policy is due for renewal as of May 1, 2013. The vision plan has a 5% increase in premium for this year for an annual increase in cost of \$811.00 based on the current census. Staff is recommending a \$10 office copay to assist with a cost savings of \$353.00 annually based on the current census.

Commissioner Aberman moved to approve the renewal of the District's vision insurance with Vision Service Plan for a period of 12 months by increasing the office copay to \$10. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

APPROVAL OF BID FOR GENERATOR RENTAL FOR SPECIAL EVENTS

Assistant Superintendent of Recreation Jon Marquardt requested approval of the bid for rental and installation of generators at special events. Two bids were received. One bid was \$33,644.00 and the second bid was \$12,604.25. President Reid commented on the difference in the bids.

Event-Tex was the low bidder at \$12,604.25. Mr. Marquardt stated that the Park District has used Event-Tex for the 4th of July and Backlot Bash events. Staff has been satisfied with their service and recommends approval of the bid.

Commissioner Clarito moved to award the bid to Event-Tex for generator rental and installation for special events in the amount of \$12,604.25. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

APPROVAL OF SKOKIE PARK TENNIS CENTER BID

Superintendent Rea reminded the Board that last season some temporary crack repairs were done to four of the tennis courts at the Skokie Park Tennis Center. Staff received authorization to prepare specifications and bid repairs at the Skokie Park Tennis Center. Seven bids were received. Brusseau Design Group reviewed the bids and checked references. Allstar Asphalt Inc. of Wheeling was the lowest qualified bidder with a base bid of \$229,640.00. There was a deductive alternate bid for galvanized fencing resulting in a total cost of \$219,340.00.

Staff is recommending the galvanized fencing alternate. Staff is confident that Allstar Asphalt Inc. will do a good job based on their references.

Commissioner Aberman moved to approve the bid of Allstar Asphalt, Inc. for the rebuilding of the tennis courts at Skokie Park Tennis Center for \$219,340.00. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

AUTHORIZATION TO BID/PURCHASE BALL DISTRIBUTION CONVEYOR SYSTEM FOR SKOKIE SPORTS PARK

Superintendent Rea distributed a revised board summary to the Commissioners and staff. He is requesting authorization to purchase a new ball delivery conveyor system for Skokie Sports Park. Staff has been researching manufacturers and has found only one for this unique type of equipment. The Park District attorneys sought the opinion of a third party that specialized in driving range design as to whether competitive bids could be solicited for this equipment. The opinion received was that only one company could supply this specialized equipment. The provider is Range Automation Systems.

The project is budgeted at \$130,000.00 in the 2013-2014 Building Improvement Fund. Range

Automation Systems can provide and install the equipment at a cost of \$127,425.00. Superintendent Rea said he would like to move quickly on ordering the equipment as the season is beginning at Skokie Sports Park. President Reid inquired how the system will continue to operate while waiting for the new equipment if the weather improves. Superintendent Rea stated that staff has been manually filling the conveyor.

President Reid inquired on the length of time to expect delivery and installation of the equipment. Superintendent Rea responded five to six weeks.

Commissioner Clarito moved to authorize staff to purchase one (1) Range Automation System Ball Delivery Conveyor System for Skokie Sports Park for \$127,425.00. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

AUTHORIZATION TO RECEIVE CONSULTANT PROPOSALS FOR A COMPREHENSIVE PLAN

Executive Director Ohrlund reminded the Board that it is time to update the 2008-2013 Comprehensive Plan. A needs assessment survey was performed this winter by Public Research Group. The community survey is the starting point for the updated comprehensive plan. The past three comprehensive plans have been completed by staff. With the change in administration and with it being a long time since the District has had outside professional expertise in preparing the plan, it would be a good time to solicit proposals.

President Reid inquired as to what the services the consultants would provide. Executive Director Ohrlund responded that the consultants analyze all the data and information staff provides, organize the public hearings, prepare the professional packaging and provide an unbiased comparison with other park districts. Goal setting will be a part of this process.

Commissioner Aberman said the report is based on public support, staff information and their professional expertise.

George Sweet, SkokieLandlord.org, asked the Board to incorporate security concerns in the comprehensive plan.

Executive Director Ohrlund said that it was an excellent recommendation. He commented that park and facility security and improving security lighting has been a desire of the Park District. Mr. Sweet said it's not entirely lighting, but also sports and proximity to the different neighborhoods.

President Reid said that the consultants will speak to the Board for their ideas and perceptions.

Commissioner Aberman said public hearings are the best place for citizens to voice their concerns and encouraged participation at the public hearings.

President Reid said security will be a part of the comprehensive plan.

Commissioner Aberman moved to authorize staff to receive consultant proposals for a comprehensive plan. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

UPDATE OF AMERICANS WITH DISABILITIES ACT TRANSITION PLAN

Superintendent Rea stated that an ADA audit was done in 2010-2011 to identify accessibility improvements that needed to be addressed District-wide. Over the past several years progress has been made in the following areas: concrete walkway barriers have been removed by concrete replacement or concrete jacking, arm rests have been installed on park benches, scheduled replacement playgrounds have been brought into 100% ADA compliance and pool lifts have been purchased and will be used this 2013 pool season. All Park District facility sinks are now in compliance

with protective water line and trap insulation kits.

Superintendent Rea said there are 36 playgrounds in the Park District and there are 18 playgrounds that have sand surfaces. Sand surfaces are not considered accessible. Playground surfacing will be upgraded as the playgrounds are replaced in upcoming years.

Executive Director Ohrlund stated that the Board will be updated annually on the ADA improvements, and this is the first annual update.

Commissioner Clarito moved to approve the updated Americans with Disabilities Act Transition Plan dated March 19, 2013. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried.

PRESIDENT'S REPORT

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 23, 2013 at 7:00 p.m. to accommodate the thirty day public display of the Tentative Budget and Appropriation Ordinance.

President Reid confirmed the date of the Marketing Committee Meeting for April 11, 2013 at 6:00 p.m. The Marketing Committee Meeting Agenda will include publications, website, social media, grassroots initiatives and any other items that Commissioners would like to include. Executive Director Ohrlund will discuss the agenda with Vice President Yanes as she is Chairman of the Marketing Committee.

COMMISSIONER COMMENTS

President Reid stated that Vice President Yanes had some concerns regarding Fitness First! Some of the concerns were rattling key chains, housekeeping and difficulty with opening lockers. Superintendent Tuft responded that the key chains are being replaced. The manager met with the outside cleaning service recently about their performance. The custodial staff and the outside cleaning company will be performing some "deep cleaning" in the Fitness Center over the next four weeks. The lockers in the non-members locker room will be replaced in fiscal year 2013-2014. Locker repairs are an ongoing and frequent maintenance issue that staff tries to stay on top of.

President Reid stated that he was asked by a citizen if the Park District could help with a fund raiser for the food pantry in conjunction with the Backlot Dash. Superintendent Tuft stated that the Backlot Dash is a revenue source for the Backlot Bash. She would prefer to find another way to fund raise and would be open to other ideas.

Executive Director Ohrlund reported that he will be meeting with the neighbors of the George Street Parkway this week regarding dog issues and to listen to their perspectives.

ADJOURNMENT

Commissioner Clarito moved adjourn the regular meeting, Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Yanes and Commissioner Alter were absent. Motion carried. The regular meeting ended at 7:53 p.m.

Michael Reid
President

John V. Ohrlund
Secretary