

**MINUTES OF THE  
REGULAR MEETING  
OF THE  
BOARD OF PARK COMMISSIONERS  
SKOKIE PARK DISTRICT  
SEPTEMBER 19, 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  
Superintendent of Parks Mike Rea  
Assistant Superintendent Jon Marquardt  
Executive Administrative Assistant Ann Perez  
Mary Amato Exploritorium and Events Supervisor  
Breanne Schnoor Recreation Services Supervisor  
Sue Bear Director Maine-Niles Association for Special Recreation  
Stella Lipomi Maine-Niles Association for Special Recreation  
Dima Kirland Park Services Office Manager  
Steve Ames Landscape Supervisor  
Jack Hayes Frederick Quinn Corporation  
Sharon Carey Skokie Resident

**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**

Ms. Sharon Carny complimented M-NASR for their work in the community. She asked for consideration for more programming for sixth through eighth graders. Ms. Tuft asked for any suggestions and Ms. Carny suggested basketball and volleyball.

**MAINE-NILES ASSOCIATION FOR SPECIAL RECREATION PRESENTATION**

Sue Bear introduced Stella Lipomi. Stella Lipomi presented a plaque to the Board on behalf of the Liponi Foundation. Ms. Lipomi said Skokie Park District has been generous in its support to the Liponi Foundation with the annual mini-golf fundraiser held at Skokie Sports Park. Ms. Bear said M-NASR was founded in 1972 as an extension of the Skokie Park District and five other park districts and one recreation department. M-NASR provides recreational opportunities to residents with disabilities throughout the year. Ms. Bear said M-NASR offers 50 – 60 programs with much participation from Skokie residents. Ms. Bear gave a snapshot of the organization with statistics, programs and goals. Ms. Bear closed the presentation with a video illustrating M-NASR activities and events. President Aberman thanked Ms. Bear for the presentation.

### **TRENDS TASK FORCE PRESENTATION**

Assistant Superintendent Jon Marquardt gave a brief history of the origin and reason for the establishment of the Trends Task Force. He introduced Mary Amato, Exploritorium and Events Supervisor and Breanne Schnoor, Recreation Services Supervisor. Ms. Amato and Ms. Schnoor shared the results of a recreation staff brainstorming session. One major trend identified from the session was “communication”. Ms. Amato and Ms. Schnoor created a new program development form for staff to complete seasonally, the institution of staff participation in monthly IPRA meetings and said improving communication is an ongoing process. President Aberman asked about dissemination of trends information and thanked Ms. Amato and Ms. Schnoor for their presentation.

### **CONSENT AGENDA APPROVAL**

Commissioner Alter moved to approve the Consent Agenda. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of Minutes of the Regular Meeting of August 15, 2017; Bills payable for the month of August/September 2017; Treasurer’s Report; and Staff Reports.

### **WEBER/FITNESS FIRST UPDATE**

Superintendent Tuft gave an update on the status of the Weber/Fitness First renovation.

- Pilates First
  - Ceiling tiles installed
  - Floor installed
  - Cabinets installed
  - Room completed 9/13/17
- Kid’s First/Activity Room
  - Started to trench the line from old Pilates First towards the Skatium to connect water and sewer for the new kitchenette
- Stair Tower
  - Stair treads have been installed
  - Drywall has been installed

Ms. Tuft said yoga, mat Pilates and other classes are taking place in the new multipurpose room and that the turnstile in Fitness First is operational.

### **APPROVAL OF CHANGE ORDER #2; WEBER/FITNESS FIRST PROJECT**

Superintendent Tuft requested approval of Change Order #2 for the Weber/Fitness First free weights area flooring. Rather than reuse the existing rubber flooring in the free weights area, it was determined to replace the flooring. The cost of the flooring is \$30,455. President Aberman asked about the change order increasing the budget. Ms. Tuft confirmed that it will increase the budget for this project. Executive Director Ohrlund said this work is a change in the scope of the project.

Vice President Reid moved to approve Weber/Fitness First Change Order #2 for Mondo rubber flooring for \$30,455. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF BIDS FOR COLOR COATING AND REPAIRS FOR BASKETBALL AND TENNIS COURTS**

Superintendent Rea requested approval of the bid for color coating and repairs for basketball and tennis courts. Three bids were received for the color coating and repairs for 14 tennis courts and 4 basketball courts. Voluntary deducts to leave the existing tennis net posts and foundations in place were received. Staff is recommending the bid of MJT Sports for \$85,173.

Commissioner Khoeun moved to approve the Basketball and Tennis Court Crack Repairs and Color Coating bid to MJT Sports for \$85,173. Commissioner Alter seconded the motion. On a roll vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF BIDS FOR PARK SERVICES FACILITY**

Superintendent Rea introduced Jack Hayes of Frederick Quinn Corporation to review the bids for the new Park Services Center. Mr. Hayes said there were 67 bids received from 21 different trades. No asphalt bids were received. The total for the project is \$2,075,281 not including asphalt. President Aberman asked about receiving only one bid for the concrete work and elevator. Mr. Hayes explained that the bids received were in the estimated cost range for those items.

Vice President Reid moved to award bid packages #1-02 including alternate 3 for selective demolition, #1-03 for cast in place concrete, #1-03a including alternate 1 for concrete floor sealer, #1-04 including alternate 1 for masonry, #1-05 for structural steel, #1-06 including alternate 1 and 3 for carpentry/drywall, #1-07 for roofing & sheet metal, #1-08a for HM, doors & hardware, #1-08b for Aluminum, glass & glazing, #1-08c for sectional doors, #1-09a including alternates 1A and 1C for flooring, #1-09b for painting, #1-14 for elevator, #1-21 for fire protection sprinklers, #1-22 for plumbing, #1-23 for HVAC, #1-26 for electrical, #1-31 for earthwork, and #1-32b for fencing and to reject package #1-10 for lockers as specified in the recommendation letter from Frederick Quinn Corporation. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF BIDS FOR WEBER/SKATIUM ROOFING PROJECT**

Superintendent Rea requested approval of the bid for the Weber/Skatium Roofing Project for the removal and replacement of the Skatium (Phase 1) roof. Mr. Rea said two bids were received. Building Technology Consultants reviewed the bids. Staff is recommending the approval of the Skatium roof only at this time. \$975,000 is budgeted in the 2017/2018 Building Improvement Fund. The low bidder is Combined Roofing of West Chicago at a cost of \$505,000. Next year the remaining Weber roof bids can be awarded in Phase 2 from the 2018/2019 Capital Improvement Fund.

Commissioner Yanes moved to approve the low bid of Combined Roofing for the Skatium Roof Replacement Project for an amount of \$505,000. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**AUTHORIZATION FOR BUSINESS RELATED TRAVEL FOR PARK  
BOARD COMMISSIONERS**

Commissioner Khoeun moved to approve business related travel for President Aberman and Commissioners Yanes, Khoeun and Reid to the NRPA Conference in September, 2017. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**PRESIDENT'S REPORT**

The Marketing Committee Meeting will be held on Tuesday, October 17, 2017 at 6:30 p.m.

The regular meeting of the Board of Park Commissioners will be held on Tuesday, October 17, 2017 at 7:00 p.m.

**COMMISSIONER COMMENTS**

Vice President Reid asked about the success of the 2017 Backlot Bash. Treasurer Schmidt said for revenues it was the second best year for the Backlot Bash. Superintendent Tuft said it is the hope to continue the event again next year during the downtown construction at the corner of Oakton and Lincoln. She said there will need to be modifications to the event and will discuss ideas with Village officials. President Aberman said the Village is supportive of maintaining the event at its present location.

Commissioner Yanes mentioned a program "Healthy Steps for Older Adults" to work on balance and a program for fitness for kids.

Commissioner Khoeun said the staff and children at Fairview School are very excited about the new Schack Park playground renovation. She asked about recycling containers at parks and revisiting the discussion of reviewing the District mission statement.

President Aberman asked that all Commissioners receive a copy of the Board and Administrative Policy Manual and recommended its review at a Board workshop.

President Aberman suggested holding committee meetings prior to Board meetings. A Marketing Committee Meeting is scheduled for October 17, 2017 at 6:30 p.m.

President Aberman asked if the Board felt the need to review the District Mission Statement. She asked Commissioners to review the Mission Statement and to include as an agenda item next month. It was suggested that a Board workshop be held to review the Board and Administrative Policy Manual with a tentative date for Monday, October 30<sup>th</sup> at 6 - 8 p.m. A final determination of need for a workshop will be made at the October 17 meeting.

President Aberman said she attended the performance of "The Miracle Worker" last weekend at Skokie Heritage Museum. She said it was a fabulous play. President Aberman asked about the Veterans Park memorial area dedication. The date of Sunday, November 12<sup>th</sup> was recommended.

Commissioner Yanes said she received an email expressing a concern about the Weber Gym floor re-finishing odor. Executive Director Ohrlund said environmental testing was done and there were no issues with the air quality. Lab results will be posted when received.

**ADJOURNMENT**

Commissioner Alter moved to adjourn the regular meeting. Vice President Reid seconded the motion. All Commissioners voted aye. The regular meeting adjourned at 8:50 p.m.

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Susan Aberman  
President

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John V. Ohrlund  
Secretary