

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
AUGUST 20, 2019
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Michael Reid
Commissioner Susan Aberman
Commissioner Michael W. Alter
Commissioner Minal Desai

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 Corrie Guynn
Assistant Superintendent Jon Marquardt
Executive Administrative Assistant Ann Perez

Absent:

Vice President Khemarey Khoeun

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

Ms. Maureen Jacob addressed the Board regarding the current waitlist for the S.P.A.C.E. program at Middleton School. Ms. Jacobs expressed her concerns as a parent. Ms. Jacobs understands the difficulty in hiring staff and suggested increasing the cost of the program minimally to offset the cost of increased salaries for staff. Ms. Tuft responded that staff is hired prior to accepting waitlist registrations to alleviate unacceptably high staff to student ratios. Supervisors have been interviewing and the waitlist should be cleared soon.

CONSENT AGENDA APPROVAL

Commissioner Alter moved to approve the Consent Agenda. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried. The Consent Agenda consisted of minutes of the Regular Meeting of July 16, 2019; bills payable for the month of July/August 2019; Treasurer's Report; and Staff Reports.

2019 UPDATED BOND FINANCING TIMELINE

Treasurer Schmidt discussed the District's upcoming bond financing plan for the remainder of 2019. The plan calls for issuing a General Obligation Limited Tax Refunding Park Bond Series 2019B with an additional \$90,000 of debt service extension base dollars to be used for capital projects. There will be a BINA hearing at the September Board meeting with the bond ordinance adopted at the October Board meeting. No motion required, informational purposes only.

UPDATE ON LARAMIE PARK REVEVELOPMENT DESIGN

Superintendent Guynn presented the latest plan revisions to the Laramie Park project. He discussed the location of the parking lot, playground, lighting and amenities along the walking path and the location of the pickleball courts. Mr. Guynn said the primary concern from the public hearing was the location of the parking lot. The new location will provide 27 parking spaces and provide easy egress. Executive Director Ohrlund said staff has been very responsive to the public. No motion required, informational purposes only.

AUTHORIZATION TO BID SYNTHETIC TURF REPLACEMENT AT SPORTS PARK

Superintendent Guynn requested authorization to bid synthetic turf removal and replacement of target greens at Sports Park including an alternate for a twelve foot wide by 125 foot area for synthetic tees. The synthetic turf target greens at Sports Park have outlived their life expectancy. \$200,000 has been budgeted for the project. The facility will be closed for the project and a timeline will be coordinated with the Skokie Sports manager.

Commissioner Desai moved to authorize staff to prepare bid specifications and bid for the synthetic turf replacement at Sports Park. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

APPROVAL OF PLAYGROUND INSTALLATION BIDS AT CHIPPEWA AND MULFORD PARKS

Superintendent Guynn requested approval of playground installation bids at Chippewa and Mulford Parks. Demo and removal is scheduled for early September by park staff. Five bids were received. Kenneth and Company was the low bidder at \$37,915.00. References were checked and were very favorable.

Commissioner Aberman moved to approve the bid of Kenneth Company for \$37,915.00 for the installation of playground equipment at Chippewa Park and Mulford Park. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

APPROVAL OF BACKSTOP AND FENCING BID

Superintendent Guynn said two bids were received for the backstop and fencing bid. The bids included alternates for removing the 8 foot high wing fences and replacing with 16 foot high wing fences at both the McNally north and south fields. There was bidder confusion on how to list the pricing for both alternates. Executive Director Ohrlund and Mr. Guynn consulted with the District's legal counsel which recommended rejecting both bids and rebidding the project.

Commissioner Desai moved to reject all bids for the backstop removal and replacement project. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

APPROVAL OF BASKETBALL AND TENNIS COURT CRACK REPAIR AND COLOR COATING BID

Superintendent Guynn requested approval of the basketball and tennis court crack repair and color coating bid. One bid was received. Five basketball courts and two tennis courts are included in the project with an alternate to repair cracks at one tennis court and color coat two

tennis courts. The projects are budgeted at \$41,000. 10-S Court Solutions of Lake Forest have been utilized in the past with satisfactory results.

Commissioner Aberman asked about crack repairs at Lyon Park. Mr. Guynn said Lyon Park was bid out last year but the work will be completed this year.

Commissioner Aberman moved to approve the basketball and tennis court crack repairs and color coating bid to 10-S Court solutions for \$29,500 including Alternate 1. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

APPROVAL OF COPIER LEASE AGREEMENTS FOR DEVONSHIRE CULTURAL CENTER, OAKTON COMMUNITY CENTER, TOT LEARNING CENTER AND PARK SERVICE CENTER

Treasurer Schmidt requested approval of copier lease agreements for Devonshire Cultural Center, Oakton Community Center, Tot Learning Center and Park Service Center. The leases on the copy machines expired in April 2019. Proposals for new copiers were acquired and reviewed. The copiers will be upgraded to enhance copying, faxing, scanning and printing. The additional cost to the District is \$48.00 per month or \$2,857 over 5 years of the lease.

Commissioner Desai moved to approve replacing the current copy equipment at Oakton, Devonshire, Tot Learning Center and Park Services with the recommended copy equipment at a five year lease cost of \$94,370.00. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

AUTHORIZATION FOR BUSINESS RELATED TRAVEL FOR PARK BOARD COMMISSIONERS

Superintendent Schmidt requested approval of travel including appropriate expenses for Board members to attend the NRPA Conference in September, 2019.

Commissioner Aberman moved to approve business related travel for Commissioners Reid, Aberman, Desai and Khoeun to the NRPA annual conference in Baltimore, MD, September 2019. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

OLD BUSINESS

Commissioner Aberman asked about Commissioners visiting another park district regarding green landscape policies. Executive Director Ohrlund said arrangements will be made in the fall. Park staff will be attending a conference on this subject at the Chicago Botanic Garden on August 29.

Executive Director Ohrlund reminded the Commissioners of the Board Workshop for the Comprehensive Plan on Wednesday, August 21, 2019 at Oakton Community Center at 6:30 p.m.

Staff and stakeholder meetings for the Comprehensive Plan are scheduled for September 19 during the day. The stakeholder groups are being developed. Ms. Tuft asked the Board to forward her names of anyone recommended for the stakeholder group. A community input meeting will be held that evening. Executive Director Ohrlund said 645 survey responses have

been received via the online survey. Ms. Tuft said Hitchcock Design Group is pleasantly surprised by the number of responses.

NEW BUSINESS

Commissioner Desai asked about a food truck vendor that is interested in selling food at baseball and softball games and various other District events. The food truck has the Village of Skokie food truck permit. Ms. Tuft said a policy and procedure will need to be developed. Commissioner Desai will send the food truck vendor contact information to Mr. Marquardt.

PRESIDENT'S REPORT

The regular meeting of the Board of Park Commissioners will be held on Tuesday, September 17, 2019 at 7:00 p.m.

The Board Workshop on the Comprehensive Plan will be held on Wednesday, August 21, 2019 at 6:30 p.m. at the Oakton Community Center.

COMMISSIONER COMMENTS

Commissioner Aberman complimented the new Staff and Community Committee Report in the Board report. She asked for clarification on the Coming Together in Skokie report. Mr. Marquardt said the 2020 Coming Together theme is stories on how immigrants came to Skokie.

President Reid gave a shout out to Dima Kirland and staff for their participation at the National Night Out and previous hot dogs in the parks events held this summer.

EXECUTIVE SESSION

Commissioner Alter moved to enter into executive session pursuant to 5 ILCS 120/2(c)(21) to discuss minutes of meetings lawfully closed under the Open Meetings Act for purposes of approval of the minutes, semi-annual review of the minutes and to authorize the destruction of executive session recordings; and pursuant to 5 ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

The regular meeting reconvened at 8:30 p.m. Commissioner Alter moved to approve the content of the Executive Session Minutes of March 19, 2019. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

Commissioner Desai moved to approve Ordinance #19-009 authorizing the destruction of verbatim records for the closed session meeting of October 17, 2017. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

Following review of Executive Session meeting minutes dating to January 2004, Commissioner Aberman moved to release the minutes from March 19, 2019 and to have those remaining minutes not previously released remain closed because the need for confidentiality still exists

as to all or part of the minutes. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

Commissioner Alter moved to approve Ordinance #19-010 Establishing the Annual Salary of the Executive Director. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Khoeun was absent. Motion carried.

ADJOURNMENT

Commissioner Alter moved to adjourn the regular meeting. Commissioner Desai seconded the motion. All Commissioners voted aye. Motion carried. The regular meeting adjourned at 8:34 p.m.

Mike Reid
President

John V. Ohrlund
Secretary