

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MARCH 19, 2024
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present: Vice President Minal Desai
Commissioner Susan Aberman
Commissioner Ezra Jaffe

Absent: President Mike Reid

Others Present: Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Parks, Planning & Facilities Corrie Guynn
Superintendent of Recreation Breanne Labus
Assistant Superintendent of Recreation Mary Amato
Human Resources Director Stephenie Gualano
Marketing and Communications Director Jim Bottorff
Executive Administrative Assistant Ann Perez

CALL TO ORDER

Vice President Desai called the regular meeting of the Board of Park Commissioners to order at 7:55 p.m. Vice President Desai called for the recitation of the Pledge of Allegiance.

Commissioner Jaffe moved to amend the agenda to add an additional closed session topic for the purpose of discussing probable or imminent litigation involving the Park District under Section 2(c)(11) of the Open Meetings Act. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Jaffe moved to approve the Consent Agenda. Commissioner Aberman asked to make a typo correction on the Efficiency Committee Meeting Minutes of February 20, 2024, and Ms. Tuft said it will be corrected. Commissioner Jaffe moved to approve the consent agenda with the amended minutes. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried. The Consent Agenda consisted of the minutes of the Efficiency Committee Meeting of February 20, 2024, minutes of the Regular Meeting of

February 20, 2024, minutes of the Special Board Meeting of February 27, 2024; bills payable for the month of February /March 2024, Treasurer's Report, and Staff Reports.

TENTATIVE BUDGET & APPROPRIATION ORDINANCE #24-001 FISCAL YEAR 2024-2025

Treasurer Schmidt requested approval of the Tentative Budget and Appropriation Ordinance #24-001 for Fiscal Year 2024-2025. The tentative budget is the exact same as what was presented at last week's Finance Committee Meeting. The budget will be on public display for thirty days.

Commissioner Jaffe moved to approve the Tentative Budget and Appropriation Ordinance #24-001 for Fiscal Year 2024-2025 so it can be put on public display for thirty days. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioner voted aye. President Reid was absent. Motion carried.

APPROVAL OF HEALTH, DENTAL AND VISION INSURANCE

Human Resources Director Stephenie Gualano requested approval of the medical, dental, vision, life, and Employee Assistance Program insurance renewal.

Ms. Gualano introduced Mr. Dan Parker from the Intergovernmental Personal Benefit Cooperative (IPBC). Last year the district joined the IPBC for ancillary coverages but were required to wait eighteen months before being eligible to join the IPBC for health benefits due to a Blue Cross Blue Shield rule.

Blue Cross Blue Shield's proposed renewal rate is 6.08%. The increase through the IPBC is 5.8% and includes significant plan changes especially to the PPO plan. The biggest change is the removal of the grandfathered status on both the PPO and HMO plans. Removal of the grandfathered status removes the employee copay for preventive care. The other changes are:

- Removal of the Health Reimbursement Account (HRA), resulting in a \$500 individual and \$1,500 family deductible (currently \$1,500 individual and \$3,500 family) – which is a huge benefit for staff.
- Change of Chiropractic and Osteopathic annual benefit maximum from \$1,000 to 52 visits
- Addition of an acupuncture benefit which shares the chiropractic visit limit of 52 visits.

By joining the IPBC the overall renewal rate will be 5.8% and includes a twenty-month rate lock through December 31, 2025. Open enrollment will occur in May and then again in October. Open renewal will then align with the plan year which runs from January 1 through December 31.

Ms. Gualano said the dental insurance rate decreased 3.5%.

Commissioner Jaffe asked if the budget reflects the discounted rate. Mr. Schmidt said it was budgeted at 4.1%. Commissioner Jaffe said Ms. Gualano did a nice job securing the new rates. Commissioner Aberman said kudos to Ms. Gualano and Mr. Parker.

Commissioner Jaffe moved to join the Intergovernmental Personnel Benefit Cooperative for health insurance for 20 months beginning May 1, 2024, with a monthly premium of \$90,821.86 per month, based on current census and renew all dental, vision, life and employee assistance programs. Commissioner Aberman Seconded the motion, on a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF WAGE SCALE

Ms. Gualano said the wage scale is adjusted each year. She uses HR Source's recommendation to determine the increase and a 2.6% increase is recommended this year.

Commissioner Jaffe moved to approve a 2.6% increase in full-time salary range pay structure effective May 1, 2024. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF THE ICE RESURFACER PURCHASE

Superintendent of Parks Corrie Guynn requested approval to purchase an Ice Resurfacer to replace the Zamboni used on the Skatium's large rink. The purchase is through a municipal joint purchase agreement plan with Sourcewell. The current Zamboni is twenty years old and is used numerous times every day. The lead time in receiving the new Zamboni is a year and a half. Commissioner Jaffe asked if we had to pay in advance and Mr. Guynn responded no. Commissioner Jaffe asked if the old Zamboni could be sold and Mr. Guynn said it is being traded in. Mr. Schmidt said the trade in value is \$16,500.

Commissioner Jaffe moved to approve the purchase of an ice resurfacer from Zamboni for \$149,514.70 through the Sourcewell joint purchase program. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF VEHICLE PURCHASE BID

Mr. Guynn requested approval of the Vehicle Purchase Bid for a new 2024 Ford Transit Cargo Van that will replace the 2013 F250 Extended Cab Truck with lift gate and plow that has 56,500 miles on it. Staff are completing more construction projects in-house and a cargo van can hold the tools and equipment in a more secure environment. The older vehicle will be auctioned and should get a good return. The lead time on receiving the new vehicle is anywhere from three months to a year.

Commissioner Jaffe moved to approve the bid of Bob Ridings, Inc. to provide a 2024 Ford Transit Cargo Van for \$50,665.00. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF LAUTH PARK BACKSTOP REPLACEMENT BID

Mr. Guynn requested approval of the Lauth Park backstop that is approximately 33 years old. The backstop, fence fabric, and rails along the baselines will be replaced. The posts will be repainted as they are in good condition.

The project is budgeted for \$55,000 and includes concrete work, excavation, topsoil, and sod. The lowest bidder was Pro Line Fence at \$33,133. Pro Line Fence completed three backstop projects last year and staff is comfortable recommending them.

Commissioner Jaffe moved to approve the bid of Pro Line Fence, Inc. for \$33,133.00 for the Lauth Park Backstop Replacement Bid. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF SPORTS PARK WALL PANELS BID

Mr. Guynn requested approval of the Sports Park wall panels bid. The project includes replacing the panels in bays 1-11 and adding panels in bays 12-19. The range is open seven days a week from 9 a.m. to 8 p.m. year-round and is heavily used. The panels will provide protection for the entire first floor of the range, which also have heaters.

Commissioner Jaffe moved to approve the bid of Thatcher Oaks Awnings for \$88,000 for the Skokie Sports Park Wall Panels. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF CHANGE ORDER #2 FOR THE OAKTON PICKLEBALL COURTS

Mr. Guynn requested the approval of Change Order #2 for the Oakton Park pickleball courts. The change order covers MWRD requirements that were identified during the permitting process. There will also be one additional change order in the future.

Commissioner Jaffe asked what MWRD has to do with this project. Mr. Guynn said this site had a previous MWRD permit, and they must review any changes. The first item will regulate the backflow coming off the courts.

The second item included in the change order is the addition of a push button to activate the court lights.

Commissioner Jaffe moved to approve Change Order #2 from Obsidian Asphalt for \$7,049.00 for the Oakton Park pickleball courts. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF DEVONSHIRE AQUATICS CENTER ROOF REPLACEMENT

Mr. Guynn requested the approval of the Devonshire Center roof replacement for the Devonshire Aquatics Center bathhouse and clubhouse through the OMNIA Partners

purchase program. This project will be completed after the summer pool season. Installation of solar panels is planned after the roof is replaced.

Commissioner Jaffe moved to approve the purchase of roofing services and installation through Anthony Roofing, Inc. for the Devonshire Aquatic Center for \$68,596.49. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF 2024 ASPHALT IMPROVEMENT BID

Mr. Guynn requested approval of the 2024 asphalt improvement bid. Mr. Guynn said the largest portion of this bid is for Pooch Park. There are two alternates, alternate one is for the milling and paving of a portion of the pathway outside of the park. Alternate two is for the concrete under the shelter. Mr. Guynn recommends taking alternate two. The work in alternate one can be done at a later date.

Some work will start May 1 but most of the work will begin after summer because of summer camps.

Obsidian Paving worked on the pickleball courts at Oakton Park and have been phenomenal to work with.

Commissioner Jaffe moved to approve the bid of Obsidian Paving and Alternate 2 for \$248,745 for asphalt improvements. Commissioner Aberman seconded the motion. On a roll call vote all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF THE 2024 SPORTS COURTS REPAIR BID

Mr. Guynn requested approval of the 2024 sports courts repair bid. The bid includes crack repairs and color coating at Skokie Tennis Center, Lauth Park, Devonshire Park, Lyon Park, Gleiss Park, and painting pickleball lines at Emerson Park. MCH are also color coating the pickleball courts at Oakton.

Commissioner Jaffe moved to approve the bid of MCH for \$198,850 for the 2024 sports court repairs project. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

APPROVAL OF THE WEBER AND OAKTON LED SIGNS REPLACEMENT

Mr. Guynn requested the approval of the Weber Center and Oakton Park LED signs replacement. The signboards will be replaced with higher resolution and a high depth video screen. Staff can dim the lights as needed and will give the district more flexibility to advertise programs and events.

Commissioner Jaffe asked if replacing the signs was absolutely necessary. Ms. Tuft said the sign purchase could be pushed back but the new boards will be a lot easier to program and will look a lot nicer. The project is budgeted, and the funds are available. Commissioner Jaffe said it is a good thing to do when surpluses are strong.

Mr. Bottorff said the signs will be similar to the sign at Park Services. Currently one message can take up to three screens, and it takes a while to read them. Vice President Desai said she sometimes misses the message when at the stoplight. Mr. Bottorff said the new signs will better communicate marketing messages.

Commissioner Jaffe moved to approve the purchase of replacement LED signs for Oakton Park and Weber Park through Doyle Signs for \$127,650.00. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

AUTHORIZATION OF STAFF FOR STATE OF ILLINOIS PURCHASING

Mr. Guynn requested authorization for staff to enter into agreements with the State of Illinois for salt purchasing. There is a new requirement from the State of Illinois that requires the board to authorize who can enter into agreements. Jim Hallm, Peter Haben, and Corrie Guynn will be authorized so they can order the annual salt purchase.

Commissioner Jaffe moved to approve the authorization of Peter Haben, Jim Hallm, and Corrie Guynn to enter into contracts or joint participation agreements and make purchases with the State of Illinois. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners was originally scheduled for Thursday, April 18, 2024, at 7:00 p.m. Two Commissioners will be out of town and are not able to attend. Ms. Tuft will contact President Reid to see if April 16, 2024 works for him and let the other Commissioners know. Approval of the budget will move from the April meeting to the May meeting in order to accommodate the thirty-day public display requirement.

COMMISSIONER COMMENTS

Commissioner Jaffe said he had a conversation today with Zeesy Posner who said how accommodating the park district is at the Oakton pool for her camp swimming program. She is very appreciative of the Skokie Park District.

Vice President Desai said she is working on new dates for the Commissioners to be baristas at Will's Place. She will email the Commissioners when she gets the dates.

DIRECTOR'S COMMENTS

Ms. Tuft reminded the Commissioners that there is a meeting for the Commissioner candidate interviews Wednesday at 6 p.m. in Room 105.

Ms. Tuft said a public hearing needs to be scheduled for Seneca Park. Dates were discussed and it was decided to hold the public hearing on May 14 at 6 p.m. at Seneca Park.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

Commissioner Jaffe moved to enter executive session for the purpose of discussing probable or imminent litigation involving the Park District under Section 2(c)(11) of the Open Meetings Act and for the purpose of reviewing the closed session meeting minutes from January 16, 2024, and discussing closed session meeting minutes as part of the semi-annual review process under Section 2(c)(21) of the Open Meetings Act. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

The regular meeting reconvened at 8:49 p.m.

Commissioner Aberman moved to approve the Executive Session Minutes of January 16, 2024. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. President Reid was absent. Motion carried.

Following the review of Executive Session meeting minutes dating from January 2004, Commissioner Aberman moved to release the minutes from September 19, 2023, and January 16, 2024, 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 Jaffe seconded the motion. On a roll call vote, all Commissioners vote aye. President Reid was absent. Motion carried.

Commissioner Aberman moved to approve Resolution #24-002 authorizing the destruction of verbatim recordings for the closed session meeting of September 14, 2022. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners votes aye. President Reid was absent. Motion carried.

ADJOURNMENT

Commissioner Jaffe moved to adjourn the regular meeting. Commissioner Aberman seconded the motion. All Commissioners voted aye. President Reid was absent. Motion carried. The regular meeting adjourned at 8:50 p.m.

Minal Desai
Vice President

Michelle J. Tuft
Secretary

Mike Reid
President

April 16, 2024