

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MARCH 16, 2021
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Michael Reid
Vice President Khemarey Khoeun
Commissioner Michael W. Alter
Commissioner Susan Aberman
Commissioner Minal Desai

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Facilities Jon Marquardt
Superintendent of Parks Corrie Guynn
Superintendent of Recreation Breanne Labus
Executive Administrative Assistant Ann Perez
Marketing and Communications Manager Jim Bottorff
Skokie Resident, Bonnie Kahn Ognisanti
Skokie Resident, Julianna Oh
Skokie Resident, Mary Oshana
Skokie Resident, Joe Hermic

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.

CONSENT AGENDA APPROVAL

Commissioner Aberman moved to approve the Consent Agenda with the correction made to the minutes of the Public Hearing of Shabonee Park on February 11, 2021. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of the minutes of the Regular Meeting of January 19, 2021, minutes of the Regular Meeting of February 16, 2021, minutes of the Public Hearings at Peccia, Playtime and Pohatan Parks of February 9, 2021, minutes of the Public Hearings for Hamlin and Shabonee Parks of February 11, 2021, and minutes of the Finance Committee Meeting of March 9, 2021, bills payable for the month of February/March 2021, Treasurer's Report, and Staff Reports.

TENTATIVE BUDGET & APPROPRIATION ORDINANCE #21-001 FISCAL YEAR 2021-2022

Treasurer Schmidt said following the budget presentation at the Finance Committee Meeting, the budget was put into a legal document, Ordinance #21-001, and is ready for public display for 30 days at Devonshire, Oakton, and Weber Leisure Centers. This document mirrors the operating budget that was presented at the Finance Committee Meeting. A public hearing on the Tentative Budget and Appropriation Ordinance will take place at the April Board meeting.

Commissioner Aberman moved to approve the Tentative Budget and Appropriation Ordinance #21-001 for Fiscal Year 2021-2022 so it can be put on public display for thirty days. Commissioner Alter seconded the motion. On a roll call vote. All Commissioners voted aye. Motion carried.

ADOPTION OF ORDINANCE #21-002 AUTHORIZING THE ISSUANCE OF APPROXIMATELY \$4,200,000 OF GENERAL OBLIGATION ALTERNATE PARK BONDS OF THE SKOKIE PARK DISTRICT SERIES 2021A FOR THE PURPOSE OF FINANCING CAPITAL IMPROVEMENTS FOR PARK PURPOSES AND REFUNDING OUTSTANDING ALTERNATE REVENUE BONDS OF THE DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #21-002 authorizing the issuance of approximately \$4,200,000 General Obligation Alternate Park Bonds of the Skokie Park District Series 2021A for the purpose of financing capital improvements for park purposes. The new money issue will help finance various capital park improvements, building improvements, vehicle and equipment replacements. The refunding issue will refund Series 2011A, the original Skatium bonds, which will save the District \$85,000 in interest costs. There will be a Bond Issue Notification Act (BINA) Public Hearing held at the April Board Meeting.

Commissioner Alter moved to approve Ordinance #21-002 authorizing the issuance of approximately \$4,200,000 of General Obligation Alternate Park Bonds of Skokie Park District, Series 2021A, for the purpose of financing capital improvements for park purposes and the refunding of outstanding alternate revenue bonds of the District. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

HEALTH INSURANCE UPDATE

Treasurer Schmidt explained that last year's Blue Cross Blue Shield health insurance contract was for two years and is not up for a renewal. There is no increase in premium to the District or employees.

No motion needed, informational purposes only.

LIFE INSURANCE UPDATE

Treasurer Schmidt explained that last year's Blue Cross Blue Shield life insurance policy contract was for two years and is not up for a renewal with a guaranteed premium.

No motion needed, informational purposes only.

APPROVAL OF DENTAL INSURANCE RENEWAL

Treasurer Schmidt requested approval of the District's dental insurance policy with Delta Dental. The rates have not increased, and staff recommends continuing with Delta Dental as the dental insurance carrier remaining in the same PPO and DMO plans.

Commissioner Desai moved to approve the renewal of dental insurance for the District with Delta Dental of Illinois for a period of 12 months reflecting no increase in premium costs. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF VISION INSURANCE RENEWAL

Treasurer Schmidt requested approval of the District's vision insurance policy with Delta Dental Vision for a period of 12 months with no rate increase.

Vice President Khoeun moved to approve the District's vision insurance with Delta Dental Vision for a period of 12 months beginning May 1, 2021 at no additional cost. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF 2021 ASPHALT IMPROVEMENTS BID

Superintendent Guynn requested approval of the 2021 asphalt improvements bid. The project includes milling, repaving, crack filling, and demolition at 12 sites. The bid also includes the removal of the existing basketball court at Emerson Park and the construction of a new court in a new location in the park, and path repairs.

Vice President Khoeun moved to approve the bid of Maneval Construction Company, Inc., located in Ingleside, IL for \$151,305 for the 2021 Asphalt Improvements Project. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF CONCRETE IMPROVEMENTS BID

Superintendent Guynn requested approval of the concrete improvements bid. Four bids were received. Advantage Pavement Solutions, Inc. was the low bidder at \$102,948.00. References have been checked and staff is recommending this contractor. The project includes installation of sidewalks, bench and table pads, and playground ramps at eleven sites. The locations are: Carol Park, Emerson Park, Gross Point Park, Hamlin Park, Navajo Park, Peccia Park, Playtime Park, Pohatan Park, Shabonee Park, Tecumseh Park and Skokie Sports Park East. A large portion of the concrete work is related to the nine playground renovations being done this year.

Commissioner Alter moved to approve the bid of Advantage Paving Solutions, Inc., located in Joliet, IL for \$102,948 for the 2021 Concrete Improvements project. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF 2021 TENNIS COURT CRACK REPAIR BID

Superintendent Guynn requested approval of the 2021 tennis court crack repair bid. Three bids were received. The low bidder made an error on the Skokie Tennis Center site and the next low bidder, American Sealcoating of Indiana, Inc. at \$85,464.00 was chosen. The scope of the work includes Skokie Park Tennis Center courts 6, 7 and 8, Main Hamlin Tennis Complex, and Emerson Park for court crack repairs. Alternate pricing was requested for court 5 at Skokie Tennis Court Center as well. The courts have extensive crack damage and need repair. The work will take place in early summer when warmer temperatures help stabilize the product. These courts will not be playable, but the District has 31 tennis courts that will be available for tennis players.

Commissioner Aberman moved to approve the bid of American Sealcoating of Indiana, IN., located in Hobart, IN for \$85,464 for the 2021 Tennis Court Crack Repair Project. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF PLAYGROUND EQUIPMENT PURCHASE FOR HAMLIN PARK AND SHABONEE PARK

Superintendent Guynn requested approval of the playground equipment purchase for Hamlin and Shabonee Parks. Seven vendors were chosen to submit proposals for Hamlin, Peccia, Pohatan, Playtime and Shabonee Parks playground replacement projects. The vendors were: NuToys, Playworld, Gametime, Burke, Kompan, Dynamo and Parkreation.

Upon receiving the proposals staff selected Burke for Hamlin and Shabonee Parks based on the play value, cost, and overall designs. The purchases include playground equipment, swing sets, independent play items and a zip line that will be installed at Hamlin Park. A large spinner for Peccia Park is also included in the purchase from Burke. The total cost of the playground equipment at Hamline Park is \$84,909.96, Shabonee Park \$58,414.65, and Peccia Park (\$15,180) totaling \$158,503.31. Installation is anticipated to begin in late May. Park Services staff will be removing and disposing of the existing playground surfacing and equipment and will install the play surface when playground installations are complete. Doing the work inhouse saves the Park District money. An Armenian Relief Group has agreed to remove the old playground equipment and will repurpose it in Armenia, in a location where children have no local playgrounds.

Vice President Khoeun moved to approve the bid from Burke of Fon du Lac, Wisconsin for the playground equipment at Hamlin Park \$84,909.66, Shabonee Park \$58,414.65, and Peccia Park \$15,180 for a total of \$158,504.31. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF PLAYGROUND EQUIPMENT PURCHASE FOR PECCIA PARK

Superintendent Guynn requested approval of the playground equipment purchase for Peccia Park. Seven vendors submitted proposals. The vendors were: NuToys, Playworld, Gametime, Burke, Kompan, Dynamo and Parkreation. After reviewing the proposals, staff selected Gametime based on play value, cost, and overall uniqueness of the design. The purchase includes the playground equipment, swing set, and independent play items. A large spinner will be purchased from a separate vendor. The swings will include an Expressions swing that allows an adult and small child to swing together. The total cost of the equipment is \$79,817.33. Installation is tentatively set to begin in late May. Park Services staff will be removing and disposing of the existing playground surfacing and equipment and will install the play surface when playground installations are complete, saving the District money. An Armenian Relief Group has agreed to remove the old equipment so they can repurpose and use it in Armenia, in an area where children have no local playgrounds.

Commissioner Desai moved to approve the bid from Gametown of Charlotte, NC for the Peccia Park playground equipment for \$79,817.33. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF PLAYGROUND EQUIPMENT PURCHASE FOR PLAYTIME PARK

Superintendent Guynn requested approval of the playground equipment purchase for Playtime Park. Seven vendors submitted proposals. The vendors were: NuToys, Playworld, Gametime, Burke, Kompan, Dynamo and Parkreation. After reviewing the proposals, staff selected NuToys based on play value, cost, and overall design. The design includes the playground equipment, swing set, and a small spinner. The total cost of the playground equipment is \$50,418.00. Installation is scheduled to begin in late May. Park Services staff will be removing and disposing of the existing playground surfacing and equipment and will install the play

surface when playground installations are complete, saving the District money. An Armenian Relief Group has agreed to remove the old equipment so they can repurpose and use in Armenia, in a location where children have no local playgrounds.

Vice President Khoeun moved to approve the bid of \$50,418 from NuToys of La Grange, IL for the Playtime park playground equipment. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF PLAYGROUND EQUIPMENT FOR POHATAN PARK

Superintendent Guynn requested approval of the playground equipment purchase for Pohatan Park. Seven vendors submitted proposals. The vendors were: NuToys, Playworld, Gametime, Burke, Kompan, Dynamo and Parkreation. After reviewing the proposals, staff selected Playworld based on play value, cost, and overall uniqueness of the design. The design includes playground equipment and a swing set. Two independent play items, rocker cars, will be purchased from a separate manufacturer. The cost of the playground equipment is \$48,846.00. Installation is scheduled to begin in late May. Park Services staff will be removing and disposing of the existing playground surfacing and equipment and will install the play surface when playground installations are complete, saving the District money. An Armenian Relief Group will remove the old equipment so they can repurpose and use in Armenia, in a location where children have no local playgrounds.

Commissioner Desai moved to approve the bid from Playworld of Westchester, IL for the Pohatan Park playground equipment for \$48,846. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

2021 PLAYGROUND EQUIPMENT INSTALLATION BID

Superintendent Guynn requested approval of the 2021 playground equipment installation bid. Seven bids were received. The low bidder at \$109,648.89 was D&J Landscape, Inc. and will be installing four playgrounds early this spring. When those are completed, they will begin installation of the other five playgrounds.

Vice President Khoeun moved to approve the bid of D&J Landscape, Inc., located in Plainfield, IL for \$109,648.89 for the 2021 Playground Equipment Installation Project. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

AMERICANS WITH DISABILITIES ACT TRANSITION PLAN UPDATE

Superintendent Guynn said the Americans with Disabilities Act (ADA) Transition Plan was completed in 2011 and adopted by the Board in February 2012. Staff has addressed many of the items identified in the plan over the past 10 years and the updated plan is attached. Staff will continue to work on the remaining items. Executive Director Tuft said staff has made a lot of progress over the past 10 years and there are very few items left to complete. Mr. Guynn said the audit was done by outside contractors and will be useful for the Distinguished Parks and Recreation Agency requirements.

Vice President Khoeun moved to approve the March 16, 2021 update to the District's Americans with Disabilities Transition Plan. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, April 20, 2021 at 7:00 p.m.

President Reid asked to discuss the procedure for the commissioner vacancy which is anticipated to happen in May if Vice President Khoeun is elected as a Village of Skokie Trustee. It was decided to have a Board Workshop to develop questions to include on an application that will be posted on the website. Vice President Khoeun will email the Board with a document that could be used for screening the candidate. Ms. Tuft reminded the Board that no discussions should take place outside of the workshop to follow the Open Meetings Acts law requirement. The Board Workshop will be held on April 12 at 6 p.m. with a location to be determined.

COMMISSIONER COMMENTS

Commissioner Aberman asked about the new salt protocols staff is using for sidewalks. Mr. Guynn said the District has cut rock salt usage 40% and uses a spreader with brine to treat sidewalks and paths. Staff attended a training on the process. This process is more environmentally safe and cost effective.

Commissioner Aberman asked about the Board responsibilities for the "little libraries" in Pohatan Park. Mr. Guynn said the Board would be responsible to make sure they remained stocked and clean and to ensure there was no graffiti or damage. The Board can work as a group, checking on it from time to time. Park Services staff will also be checking on it. Staff will be painting the little libraries and tentatively installing within the next 2 – 3 weeks. The Skokie Library is supplying the initial set of books.

President Reid, Vice President Khoeun, Commissioner Aberman and Ms. Tuft attended a Zoom legislative breakfast meeting. It was unusual because you could not see the attendees. President Reid said next year hopefully we can host a breakfast meeting at Emily Oaks Nature Center.

DIRECTOR COMMENTS

Ms. Tuft announced the good news that was received today, that the Park District will receive a \$2.5 million PARC grant for the Skatium renovation. The District received the maximum grant amount which will be used to fund more than half of the Skatium renovation project. The project is scheduled to begin in April 2022.

Ms. Tuft said that 40 Park District staff were able to be vaccinated at the Village of Skokie's Health Department vaccine clinic today. Ms. Tuft has been trying to get more staff vaccinated at the Skokie clinic. Park Services staff, fitness staff and front desk staff were able to get the vaccine. Ms. Tuft and other park district directors have been working with Cook County to get park districts named in Group 1C. If approved in Group 1C, Ms. Tuft hopes we can get lifeguards and camp counselors vaccinated. The Skokie Health Department has been great in working with us. Ms. Tuft is working on employee list of those who still need the vaccination. Ms. Tuft said this was a very good day for the park district!

OLD BUSINESS

There was no old business.

NEW BUSINESS

Commissioner Alter asked if the Skatium renovation timeline could be moved up now that the District received the PARC grant. Ms. Tuft said she did not believe it would be possible to do as there would not be enough time. Moving it up would affect the fall skating/hockey season, so the project timeline of April 2022 will likely remain.

Commissioner Aberman said she spoke with the Skatium Manager Kurt von Helms earlier today and he was so excited about receiving the grant. Vice President Khoeun asked about the timeline for receiving the funding. Ms. Tuft said she was not sure when the funds would be received. She will review the grant.

EXECUTIVE SESSION

Commissioner Aberman moved to enter executive session to discuss minutes of executive session meetings for purposes of approval of the minutes and semi-annual review of the minutes and to authorize the destruction of executive session recordings. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

The regular meeting reconvened at 7:57 p.m.

Commissioner Aberman moved to approve the Executive Session Minutes of January 19, 2021. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Following review of Executive Session meeting minutes dating to January 2004 Vice President Khoeun moved to release the minutes from January 19, 2021 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 Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Commissioner Alter moved to approve Ordinance #21-003 authorizing the destruction of verbatim recordings for the closed session meetings of March 19, 2019, August 20, 2019, and September 17, 2019. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ADJOURNMENT

Vice President Khoeun moved to adjourn the regular meeting. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting adjourned at 7:58 p.m.

Mike Reid
President

Michelle J. Tuft
Secretary