

MINUTES REGULAR MEETING BOARD OF PARK COMMISSIONERS September 20, 2018

The Regular Meeting of the Board of Park Commissioners was called to order by President Cohen at 8:00 p.m. in the Jewett Park Community Center. The Secretary called the roll and the following were:

PRESENT: Antokal, Caron, Cohen, Patinkin (4)
ABSENT: Lapin* (1)

*entered meeting at 8:07 p.m.

and there was a quorum in attendance. Also present was Jeff Nehila, Secretary/Executive Director; Bob Taylor, Jay Zahn, Tony Korzyniewski, staff members; Jon Beckmann, guest.

APPROVAL OF MINUTES

Motion made by Commissioner Caron, seconded by Commissioner Antokal, to approve the Minutes of the August 16, 2018 Finance Meeting; the August 16, 2018 Regular Meeting; and the September 3 Workshop Meeting. Voice vote as follows:

AYES: Caron, Antokal, Patinkin, Cohen (4)
NAYS: None (0)
ABSENT: Lapin (1)
Motion passed in a voice vote.

FINANCE REPORT

Approval of Disbursements

Motion made by Commissioner Antokal, seconded by Commissioner Caron, to approve the Voucher Listing dated September 20, 2018 in the amount of \$1,648,172.41 which includes \$2,088.32 of travel and training expenses. (Copy attached and made a part of these minutes). Roll call vote as follows:

AYES: Antokal, Caron, Patinkin, Cohen (4)
NAYS: None (0)
ABSENT: Lapin (1)
Motion passed in a roll call vote.

PUBLIC COMMENT/ VISITORS AND GUESTS

President Cohen welcomed visitors and guests to the meeting.

COMMITTEE LIAISON REPORTS

Recreation Center Advisory Committee

Minutes from the August 23, 2018 Recreation Advisory Committee meeting were included in packets. Topics of discussion included the new fitness studio, fall group exercise studio, upcoming wellness activities/events, 2018 capital projects and the SRC 7-year capital improvement plan. The committee also brought up considering a rebranding of Sachs. This could be a topic of discussion at a future workshop meeting.

Golf Advisory Committee

A verbal report was given on the September 13, 2018 Golf Advisory Committee meeting. Topics of discussion included an update on golf operations, Competitive Market Analysis, upcoming events, golf maintenance, the bunker renovation project, and fee recommendations for 2019. The committee had no objections to the increases proposed by staff. The committee was worried about a large influx of golfers due to construction at Northbrook's Sportsman's County Club and the elimination of pass sales at Highland Park's Sunset Valley creating a loss of tee times for passholders. One concept discussed was capping certain non-resident season passes for next year. This would allow us to maintain our focus on residents. President Cohen heard comments from non-resident passholders that they wouldn't be able to play at Deerfield next season. Director Nehila commented that the current passholders would be grandfathered in for next season. President Cohen was concerned that capping the non-resident passes would impact starting times at the course. Staff stated that the plan would be to limit the Non-Resident Unlimited pass that we sell after the grandfathered passholders. President Cohen doesn't like the idea of limiting passes when we are trying to get golfers. Staff is concerned that golfers coming from Sportsman's would monopolize tee times. President Cohen suggested the solution may be to limit the number of rounds the pass is good for. Commissioner Caron asked if staff would get the number of rounds each passholder has played this year. Director Nehila commented that he was concerned when staff first brought up the idea of limiting the passes, but we are trying to continue to focus on making sure residents can get on the course. This will be a topic of discussion at the October Special Meeting.

PTC Members' Council

An agenda for the September 13, 2018 PTC Members' Council meeting was included in packets. PTC welcomed 8 new members in August. Upcoming special events include the New Member Reception and the PTC Oktoberfest.

Northwest Quadrant Task Force

The Northwest Quadrant Task Force met on August 27, 2018. It appears the village is making plans to start working on the northwest quadrant. One major concern is getting the overhead power lines buried. This is very expensive, but the task force is in agreement that it needs to be done. The next meeting is scheduled to for Monday, October 1, 2018.

NEW BUSINESS

Pay Request Camosy Construction #2 – East Wall Project & Café Renovation

Motion made by Treasurer Lapin, seconded by Commissioner Antokal, to approve the pay request submitted by Camosy Construction in the amount of \$118,934.00 for work completed to date on the SRC East Wall Repair and Café Renovation projects. Roll call vote as follows:

AYES: Lapin, Antokal, Caron, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Jewett Park Preschool Playground Renovation Project Payout Request #1

Motion made by Commissioner Antokal, seconded by Vice-President Patinkin, to approve Payment Request #1 for a progress payment for the work completed on the Jewett Park Preschool Playground

Renovation project in the amount of \$17,307.81 as submitted by Hacienda Landscaping, Inc. Roll call vote as follows:

AYES: Antokal, Patinkin, Caron, Lapin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Pay Request Schaeffes Brothers, Inc. – Keller Pedestrian Bridge Payment Application #1

Motion made by Treasurer Lapin, seconded by Commissioner Antokal, to approve payment application #1 submitted by Schaeffes Brothers, Inc. in the amount of \$39,060.00 for work completed through September 5, 2018 on the Keller Park Pedestrian Bridge project. Roll call vote as follows.

AYES: Lapin, Antokal, Caron, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

JPCC Oak Room Partition Wall Replacement Project Final Payment Request

Motion made by Commissioner Antokal, seconded by Treasurer Lapin, to approve the Final Payment Request for work completed on the Oak Room Partition Wall Replacement Project at the Jewett Park Community Center in the amount of \$47,490.00 as submitted by Hufcore, Inc. Roll call vote as follows:

AYES: Antokal, Lapin, Caron, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Resolution #2018-07 Authorizing Transfer of Funds

Motion made by Commissioner Caron, seconded by Commissioner Antokal, to adopt Resolution #2018-07 authorizing the transfer of \$75,000 from the General Fund to the IMRF Fund and \$110,000 from the General Fund to the Insurance Fund. Roll call vote as follows:

AYES: Caron, Antokal, Lapin, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Resolution #2018-08 Authorizing a Contract for Construction Management Services

Motion made by Commissioner Antokal, seconded by Treasurer Lapin, to adopt Resolution #2018-08 Authorizing a Contract for Construction Management Services to Camosy Construction, Inc. for \$18,950.00 for the Sachs Recreation Center Women’s Locker Room Renovation. Roll call vote as follows:

AYES: Antokal, Lapin, Caron, Patinkin, Cohen, (5)

NAYS: None (0)

Motion passed in a roll call vote.

Policy Approval – Section 4, Business Affairs, Board Policies and Administrative Regulations Manual

Motion made by Vice-President Patinkin, seconded by Commissioner Caron, to approve the recommended updates to Section 4, Business Affairs, of the Deerfield Park District Board Policies and Administrative Regulations Manual, as presented. Roll call vote as follows:

AYES: Patinkin, Caron, Antokal, Lapin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Policy Approval – Video Surveillance Policy

Motion made by Commissioner Caron, seconded by Commissioner Antokal, to approve Policy #3036, Video Surveillance Policy, as part of Section 3, Administration, of the Deerfield Park District Board Policies and Administrative Regulations Manual. Roll call vote as follows:

AYES: Caron, Antokal, Lapin, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

2018 Project List Update

Commissioners reviewed the updated 2018 Project List. The list is utilized at staff level to track budget, actual cost and timelines. The majority of the district's purchases have been completed. A significant number of projects have also been completed with a number of additional projects slated to be completed by the end of October.

One project that has been put on hold is the development of an app for the park district. This project will require more examination in the need for continued maintenance and enhancement, required staff time and the more immediate need to complete and/or enhance the district's website, the golf club's website and app and other marketing needs. Director Nehila would like to wait a year before pursuing this project. Treasurer Lapin asked if we have maintenance fees for the website. Director Nehila responded that we have upgrade fees if we want to create another format or add things to the site. Commissioner Lapin commented that the app isn't any different than the website just a different place to look. President Cohen stated that an app doesn't have to be a stand-alone, developed internally device. The app doesn't have to be fully functional just a link to a mobile version of the website. Director Nehila stated that our website does have a mobile version already. Treasurer Lapin stated that the difference with an app is that the phone remembers your settings, so you don't have to keep going in from scratch every time with your preferences set. Before we develop an app, Director Nehila would like to see our website updated and enhanced to include a PTC calendar we can populate, an interactive group exercise schedule, cross categorization search on website integrated with RecTrac, add virtual tours of our shelters and rental sites on our Parks and Facilities page as well as directions to the parks. These are staple items on websites and we do not have them yet. He would like to see us do better before we embark on another piece that is going to continually require require time and maintenance. Director Nehila downloaded apps from other park districts to find out what they have on their apps. Some have 9 things you can look up such as rainouts and group exercise schedules, and some have a couple of pages.

Staff has found out that the downloading and usage of the apps is minimal. The growth itself is nominal, Schaumburg's population is 74,000 and they have had their app downloaded 500 times for a .0068%. Treasurer Lapin commented that there are so many variables involved such as did Schaumburg market that they have an app. President Cohen suggested that it is something that we should not drop for a year. He stated that he was curious as to the cost to develop and maintain an app. Director Nehila stated that the initial cost to develop the app is \$18,000 and the annual cost to maintain the app would be \$16,100. We developed our website for \$5,000. The issue is that it is a completely different platform and not just a copy of our website. We would need to determine the specific items we want on an app. President Cohen suggested asking if people would use an app in our next survey. Director Nehila stated that we need to focus on improving our website before we develop an app. Staff will continue on the path to develop an app in the future.

Another item that will be on the capital project list for next year is a liner for Deerspring Pool. Staff plans to go out to bid in January so that the project is complete by June 1.

Other

Joint Board Reception

The Joint Board Reception is being held on Wednesday, October 3, 2018 at Patty Turner Center.

IAPD Gala

The IAPD Gala is scheduled for Friday, October 12, 2018 at Chevy Chase Country Club.

Motion made by Commissioner Caron, seconded by Commissioner Antokal, to adjourn the Regular Meeting at 9:00 p.m. Voice vote as follows:

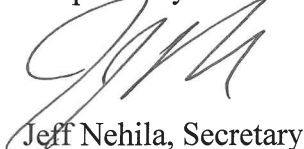
AYES: Caron, Antokal, Lapin, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a voice vote.

The next Regular Meeting of the Board of Park Commissioners is scheduled for Thursday, October 18, 2018, at 8:00 p.m. at the Jewett Park Community Center.

Respectfully submitted,



Jeff Nehila, Secretary