

## **MINUTES REGULAR MEETING BOARD OF PARK COMMISSIONERS February 18, 2021**

The Regular Meeting of the Board of Park Commissioners was called to order by President Patinkin at 7:03 p.m. via Zoom video. The Secretary called the roll and the following were:

PRESENT: Antokal, Caron, Cohen, Lapin, Patinkin (5)  
ABSENT: None (0)

and there was a quorum in attendance. Also present was Jeff Nehila, Secretary/Executive Director; Jeff Harvey, Jay Zahn, Laura McCarty, Tony Korzyniewski, Jason Mannina, staff members.

### **APPROVAL OF MINUTES**

Motion made by Vice-President Caron, seconded by Commissioner Lapin, to approve the Minutes of the January 21, 2021, Regular Meeting; and the February 4, 2021, Workshop Meeting. Roll call vote as follows:

AYES: Caron, Lapin, Antokal, Cohen, Patinkin (5)  
NAYS: None (0)  
Motion passed in a roll call vote.

### **FINANCE REPORT**

#### **Approval of Disbursements**

Motion made by Commissioner Antokal, seconded by Vice-President Caron, to approve the Voucher Listing dated, February 18, 2021 in the amount of \$939,195.65 which includes \$3,658.89 of travel and training expenses.

Discussion followed:

Vice-President Caron asked how the touchless door activators work. Director Nehila responded that they work by waving your hand in front of the sensor.

Commissioner Lapin asked about the refunds from the credit card processing company. Staff responded that the credit card processing companies like to add on various fees and the business department staff will call and ask them to reverse the charges and they usually do.

Commissioner Antokal asked about the 2 signs for Patti Stryker Park. Staff responded that they are replacement signs that will have the new logo on them. This is part of our continued effort to replace all the older signs.

Commissioner Antokal asked what a power broom is. Staff responded that it's a walk behind broom, similar to a snowblower, primarily used to clean off the ice rinks.

Commissioner Antokal asked about trying to find another place to invest funds to make a larger return on our investments. Commissioner Lapin responded that we are limited by the state as to what we can invest in. He commented that The Illinois Trust does a good job. Staff responded that they are working

with banks to find out if there are CD's available that would yield a better return, but they would tie up or funds for an extended period and if rates improved during that time, we would miss out on the opportunity to invest in the higher rates.

Deerfield Bank & Trust has an Earnings Credit Rate of .75% which is substantially higher than what rates would be at the Illinois Trust. We can get this rate on our Operating Account so we will keep the balance around \$1 million. This is a way to earn a better rate. Staff will continue to monitor banking trends for a CD that would yield a higher percentage.

Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

**PUBLIC COMMENT**

No emails marked Public Comment were received prior to the meeting.

**COMMITTEE LIAISON REPORTS**

**Affiliate Advisory Committee**

A verbal report was given on the February 18, 2021 Affiliate Advisory Committee meeting. Discussion topics included season dates, field needs, Affiliate Advisory Policy review and weather reminders.

**PTC Members' Council**

A verbal report was given on the February 11, 2021 PTC Members' Council meeting. In celebration of Valentine's Day, the center hosted a drive thru flower and chocolate handout event. The Center welcomed 7 new members in the month of January. The first PTC bulletin in almost a year was sent out at the end of January and the March bulletin will be sent out on February 23. In-person programming resumed on February 1 and virtual programming continues as well. Some on site participation has declined because members feel they are so close to getting the vaccine that they don't want to risk anything.

**NEW BUSINESS**

**Bid Award – Maintenance Equipment for Deerfield Golf Club**

Motion made by Treasurer Cohen, seconded by Vice-President Caron, to purchase the NIPA listed Toro equipment from the company Reinders for the total amount of \$75,524.00. Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

**Bid Awards – Turf Care Products for Deerfield Golf Club**

Motion made by Treasurer Cohen, seconded by Commissioner Lapin, to approve the purchase of turf care products from the following suppliers for the amount listed: Reinders \$3,678.00; SiteOne \$4,073.14;

Pendelton Turf Supply \$21,918.80; Clesens \$11,452.80; Chicagoland Turf \$3,960.00; Advanced Turf Solutions \$17,278.80 for a total amount of \$62,361.54.

Commissioner Antokal read into the record: “We consistently apply turf care products at Deerfield Golf Club that are organically composed and are environmentally safe. Herbicides, insecticides, fungicides and growth regulators are not organically composed because the ingredients in these products are formulated for a specific purpose, to prevent pests, diseases, or slow turfgrass growth. These products must pass years of stringent regulatory product-registration tests and experiments to ensure the products will perform as directed on the label without creating risks to human health and the environment.”

Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

**Bid Approval – Construction Renovation for Blumberg Playground**

Motion made by Commissioner Lapin, seconded by Vice-President Caron, to approve the base bid of \$59,022 and alternate #1 of \$4,000 for a total cost of \$63,022 from Hacienda Landscaping Inc., Minooka, IL for the construction renovation of Blumberg Playground. Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

**Deerspring Pool Spray Ground Renovation Project Update**

On February 1, 2021, a Request for Proposal (RFP) was distributed to several qualified vendors/manufacturers to furnish spray ground equipment for the new Deerspring spray ground. The proposals were due back on February 12, 2021. A total of five proposals were received from four companies, one company submitted two proposals. Staff chose three of the five proposals to consider based on compliance with the RFP and staff’s review. The three proposals chosen, Vortex, Water Odyssey and Rain Drop are all reputable companies that are considered industry leaders based on product quality and longevity of spray ground equipment. Pictures of the equipment from each of these companies were included in packets.

The following is the timeline for beginning the project and it will be important to adhere to this timeline due to the amount of time staff are anticipating it will take to receive a permit for the project through IDPH. Adhering to this timetable will help to ensure the project can begin at the end of the 2021 pool season at Deerspring.

The Pool Advisory Committee will meet on Tuesday, March 2 to provide feedback on the equipment and prioritize their top three choices.

At the board workshop on Thursday, March 4, the Park Board will have the opportunity to hear the feedback from the Pool Advisory Committee and provide feedback on the equipment.

At the March 18 Park Board meeting, a recommendation for RFP approval and purchase will be presented. Based on the equipment selected, FGM Architects will begin the development phase for preliminary architectural designs and construction documents. After the design plans and construction documents are approved by staff and the board in June, construction designs will be sent to IDPH and the project will be ready to be sent out for formal bidding. Staff is anticipating a 90-day review period with IDPH.

Bid proposal recommendations will be presented to the Board for approval at the July 15 Board meeting. Once approved, contracts will be executed, and staff will wait to receive permit approval from IDPH and the Village before construction can begin in September.

President Patinkin asked what type of surfacing will be used. Staff responded that we will be using a concrete surface because it is cost effective and will have less problems in the future. President Patinkin also asked if there will be any features that retain water that will be an issue with IDPH. Staff responded that in the current design there is no standing water. There will be an issue pre and post season due to the new regulations regarding having restrooms available and staffing the spray ground. The district will need to make a decision regarding this in the future.

#### **Preschool Accounting Change**

The Deerfield Park District Preschool has been treated as a separate enterprise fund for accounting purposes. The preschool has historically represented approximately 2% of the district's overall budget. The preschool is projected to incur a net deficit in 2020 and again in 2021. The auditors recommend changing the preschool from an enterprise fund to a department within the Recreation Fund.

It is recommended that the change be effective as of December 31, 2020. This change will eliminate the enterprise status of the preschool and allow the preschool operations to fall under the governmental accounting guidelines beginning for fiscal year 2021. We will continue to use Fund 70 for the preschool accounting and budgeting in fiscal 2021; however, roll the numbers into the Recreation Fund when preparing the December 31, 2021 financial statements. The 2022 budget will be prepared with the preschool being a separate department ("center") within the Recreation Fund.

A board resolution to adopt this recommended change will be presented at the March 18, 2021 Board Meeting.

#### **Annual Payment for Capital Projects with D109**

The Deerfield Park District and School District 109 have enjoyed a long lasting and beneficial relationship for shared services, facilities and capital project planning. This relationship continues as we move into our next 5-year shared capital project cost sharing time period, (2021-2025). Three projects, two playgrounds and the renovation of the Caruso auditorium fall within the 5-year capital project plan. As you may recall, the park district pledged \$1,000,000 towards the full renovation and expansion of the Caruso auditorium project and both parties updated the Intergovernmental Agreement last year based on the \$1 million contribution and the district's share of two playgrounds. As a result, an annual payment from the park district to the school district for the next 5 years comes out to an annual payment of \$255,000. This includes the cost sharing of the two playground replacement projects, (South Park East and Wilmot East).

As we all know, the COVID pandemic has created some uncertainty in local agency commitments to move forward with some projects due to unexpected and significant expenditures responding to the pandemic. As a result, D109 has yet to officially commit to the full-scale auditorium renovation project. The latest correspondence from D109 indicates the project will be reviewed later this year. As we monitor that review, we will coordinate with D109 on any potential changes in the scope of the project. They do understand that any downsizing of the project will result in a reduced contribution from the park district.

The other two components of the 5-year plan, (the playgrounds), are anticipated to hold their schedules and estimated costs. The park district's share of these two playgrounds is \$275,000. This is 50% of the anticipated total cost. As this amount is higher than the annual payment request of \$255,000 which we have budgeted for, staff believes the payment of \$255,000 can be made and we can continue to work with D109 on the auditorium project. If that project changes in scope, we can then work with D109 on an adjusted annual payment for the remaining four years of the IGA capital project cost sharing program. After this payment, we will still owe D109 \$20,000 for the two playgrounds.

Motion made by Treasurer Cohen, seconded by Commissioner Lapin, to approve the payment of \$255,000 to Deerfield Public School District 109 in accordance with the 2021-2025 payment program for capital projects. Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

**Request from North Shore Rhythmic Gymnastics to hold the 2021 Illinois State Championship Meet for Rhythmic Gymnastics at Sachs Recreation Center**

Staff has received a request from North Shore Rhythmic Gymnastics to host the 2021 Illinois State Championship Meet for Rhythmic Gymnastics at the Sachs Recreation Center March 27-28, 2021. They expect around 100 gymnasts, ages 7-17 to attend this 2-day event. North Shore Rhythmic Gymnastics would like to charge admission to the event. Proceeds will help cover the cost of the meet as well as provide funds for the North Shore Rhythmic Gymnastics Parent's Association. Hosting a major event such as this is one of the main fundraising activities for the NSRPA. NSRPA raises money to pay expenses for team activities and support travel expenses to both national and international competitions for gymnasts of all levels. The NSRPA has held several competitions similar to this over the last 11 years at the SRC. They have always abided by any facility usage guidelines and the coaches and parent volunteers have worked extremely well with the SRC staff.

Competition specific Covid-19 guidelines have been put together and discussed with SRC staff and will be strictly followed during the competition. No more than 50 people, this includes gymnasts, coaches and judges will be in attendance at any one time during any of the competition sessions each day. Each gymnast, coach and judge will have their temperature checked and be screened via a Covid-19 questionnaire each day prior to attending a session. All gymnasts, coaches and judges will be required to wear face masks at all times. Gymnast pods will be set-up on the two tennis courts so that small team groups can be separated by a minimum of 10ft. Gymnasts will stay 6ft apart in their pods. Each pod will

have hand sanitizer. Regularly scheduled sanitizing of surfaces by SRC staff will take place throughout each day of the competition. All normal operations at the SRC will remain in place each day.

NSRG is requesting the donation of the following from the park district for the event: use of the tennis courts, use of the racquetball court, 8 conference tables, 20 chairs, use of room E-22, and assistance with set up and tear down of the event. NSRG will work with SRC staff to coordinate food for the coaches/officials at the event.

Motion made by Commissioner Lapin, seconded by Vice-President Caron, to approve the use of the following at the Sachs Recreation Center at no rental cost March 27-28, 2021 by North Shore Rhythmic Gymnastics for the 2021 IL State Championship Meet for Rhythmic Gymnastics: tennis courts, racquetball court, (8) 8-ft tables, 20 chairs and room E-22. NSRG will be responsible for all direct labor costs incurred by the park district for any after hours use of the facilities. They will also be responsible for providing volunteers for set-u/take-down of mats and program equipment and the hospitality room. NSRG will work with SRC staff to provide food for judges and coaches. NSRG will comply with all COVID-19 requirements by state and federal agencies at that time. Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

### **Other Matters**

#### **Beekeeping**

A virtual Introduction to Beekeeping class will be held on Wednesday, February 24 from 7-8pm. The class will be led by Frank Moriarity, the President of the Lake County Beekeepers Association. All participants received several free samples of honey prior to the class. A total of 18 participants are enrolled in the program. The class will focus on the basics of beekeeping and should be a great learning opportunity for those who have an interest in learning about beekeeping. Staff are hoping to recruit a few volunteers from the class to help manage the hives for the park district program that could begin this spring/early summer. A location at the golf course has been chosen to house the hives.

#### **Tennis Courts**

Staff reported that the district will be utilizing the reservation system for tennis courts again this year. It was very well received last year, and many requested we continue using it. Signage with a QR code will be placed at the courts to allow users to sign up on site.

#### **Fish Fry**

The Friday Fish Fry returned with 2 seatings offered accommodating up to 25 people each. Reservations are required and carryout orders are also available.

#### **Recycling Initiatives**

Two new recycling initiatives have been put together by the Business Dept. A textile recycling bin has been placed at the golf course for clothing, linens, etc. The other, a plastic bag and film recycling initiative, has been started and includes help from our preschool families. The goal is to collect 500 pounds of plastic so we can earn a free bench made from the recycled products.

**Deerfield Park Foundation**

The Deerfield Park Foundation will be holding a fundraiser on March 1, 2021 in conjunction with Jimmy Thai's. Jimmy Thai will give the foundation 25% of sales when the purchaser mentions the Deerfield Park Foundation.

**IAPD Legislative Breakfast**

The IAPD Legislative Breakfast is being held virtually on Friday, March 5, 2021.

**IAPD Golf Tour**

The Deerfield Golf Club will host the IAPD Golf Tour on July 19, 2021. This is a great opportunity to show off our golf course.

**Legislator Correspondences**

Director Nehila sent correspondences to Senators Duckworth & Durbin and Congressman Schneider to try to encourage federal government COVID related dollars to come to local governments.

**NRPA Conference**

NRPA announced they will be trying to do a hybrid conference this year. Director Nehila applied to present a session on the Mitchell Park project and renaming. Hopefully this gets accepted.

**Camp Registration**

Director Nehila reported that the registration issue on the first day of resident camp registration was created by human error that added additional rule settings to our registration software. All those pushed to the waiting list that day have been accommodated. Staff will be discussing the option of returning to the lottery system next year for camp registration. Current camp registration is at 539.

**Summer Hiring**

The district currently has hired 62 of the 100 lifeguards needed to operate both pools.

**March Workshop Meeting**

As there is no district business requiring discussion at this time, it was suggested that the March 4, 2021 Workshop Meeting may be cancelled.

**Blood Drive**

The Blood Drive will be held on Sunday, March 7, 2021.

Motion made by Vice-President Caron, seconded by Commissioner Antokal, to adjourn the Regular Meeting at 8:23 p.m. Roll call vote as follows:

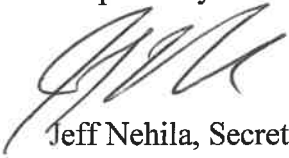
AYES: Caron, Antokal, Cohen, Lapin, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

The next Regular Meeting of the Board of Park Commissioners is scheduled for Thursday, March 18, 2021, at 7:00 p.m. via Zoom.

Respectfully submitted,



Jeff Nehila, Secretary