



**Village of Lincolnwood  
Parks and Recreation**

***Board Meeting***

**Tuesday, September 10, 2019**

**7:00pm**

**Council Chambers**

**Lincolnwood Village Hall – 6900 North Lincoln Avenue**

**DRAFT MINUTES**

**CALL TO ORDER**

The meeting was called to order at 7:02pm.

**PRESENT AT THE MEETING**

**Park Board Members:** Christina Audisho, Sokol Delisi, Carol Georges Orah, Victor Shaw, Laura Tomacic

**Parks and Recreation Department Staff:** Melissa Rimdzius, Olivia Zdeb, Katie Lazzara

**Village Board Liaison:** Atour Sargon

**Village Staff:** Anne Marie Gaura

**Audience:** Judy Abelson

**NOMINATION OF A PARKS AND RECREATION BOARD CHAIR**

**Delisi** - Inquired as to the policies regarding the nomination process and selection.

**Rimdzius**- Cited the Village Code, which states that each commission shall adopt its own rules of procedure, including the election of a chairperson. Stated that this process has typically taken place through nomination or someone volunteering for the position.

**Tomacic**- Confirmed that is how the process has worked while she has served on the Board

**Rimdzius**- Commented that the Board could select a chairperson at this time and, if the Board wishes, bring the item up for discussion or reconsideration in the event of a new procedure or policy being put into place.

**Georges Orah** - Volunteered to be the Parks and Recreation Board Chairperson

On motion to approve Carol Georges Orah as the new Parks and Recreation Board Chair, Delisi voted nay for lack of policy, not candidate. 4-1, motion passed.

**APPROVAL OF MINUTES OF THE MAY 14, 2019 MEETING**

On motion Shaw/Tomacic approve the meeting minutes of the May 14, 2019 meeting. 5-0, motion passed.

**AUDIENCE PARTICIPATION AND LETTERS/NOTES/EMAILS FROM THE PUBLIC**

Resident Judy Abelson expressed concern and dissatisfaction with the condition of the Flowers park tennis courts; shared photos of the courts with the Board and safety concerns.

## **OLD BUSINESS**

No old business

## **NEW BUSINESS**

- A. Recommendation to Adopt an Ordinance Waiving Enforcement of Section 10-2-36(A) of the Village Code for the Sale of Beer and Wine at the Community Center on Saturday, January 18, 2020 from 6-10 P.M. for Maine-Niles Association of Special Recreation Trivia Night  
**Rimdzius** – As noted Request for Board Action

**Board Discussion** - None

On motion Delisi/Shaw recommend to adopt an ordinance waiving enforcement of section 10-2-36(A) of the Village Code of the sale of beer and wine at the Community Center on Saturday, January 18, 2020 from 6-10pm for Maine-Niles Association of Special Recreation Trivia Night. 5-0, motion passed.

Recommendation to Adopt a Resolution to Close a Portion of Lincoln Avenue on Sunday, November 24, 2019 between the hours of 7 A.M. to 11 A.M. for the Annual Turkey Trot Race

**Rimdzius** – As noted Request for Board Action

**Board Discussion** - None

On motion Tomacic/Audisho recommend to adopt a resolution to close a portion of Lincoln Avenue on Sunday, November 24, 2019 between the hours of 7am and 11am for the Annual Turkey Trot Race. 5-0, motion passed.

- B. Recommendation to Adopt a Resolution Permitting the Village President to sign the Articles of Agreement of the Maine-Niles Association of Special Recreation

**Rimdzius** – As noted Request for Board Action

**Board Discussion** - None

On motion Shaw/Tomacic recommend to adopt a resolution permitting the Village President to sign the Articles of Agreement of the Maine-Niles Association of Special Recreation. 5-0, motion passed.

- C. Recommendation to Adopt a Resolution to Reject Bids for the Reconstruction of All-Weather Tennis and Basketball Courts at Flowers Park.

**Rimdzius** – As noted Request for Board Action. Provided new information regarding the recommendation regarding the timeline for option three with Public Works project

**Audisho**- Inquired to the projected completion date with options 1 & 2 of working with bidder

**Rimdzius** - Responded that staff anticipates a September 23, 2019 or September 24, 2019 start date if all agreements signed and required documents submitted by that time, due to approaching cold weather

**Georges Oraha**- Inquired to project completion timeline

**Rimdzius** - Responded that the project would be an active job site for three weeks, with the work completed in three to four days. Asphalt needs two weeks to cure and the court surfacing would take place after that time.

**Georges Oraha** – Commented that both immediate options one and two are over budget

**Shaw**- Inquired of the warranty of the project

**Rimdzius** - Responded that there is a common, one year warranty. The lifespan of a sport court is difficult to determine due to the Midwest's regional thaw/freeze cycle, but that it is anticipated to last roughly 10 years. The current tennis court is 12/13 years old.

**Audisho**- Project should be done right and thoroughly

**Tomacic**- Inquired of the tennis only option within the bid specs

**Rimdzius** - Responded that an estimated 85% of budget cost is for the tennis courts, which amounts to approximately \$97,000 but would need to be confirmed and negotiated with the company. If completed as a separate project from the tennis courts, the basketball courts would cost approximately \$35,000 to \$40,000 with current year pricing. With these approximations considered, the cost of the basketball court resurfacing portion of the project is approximately \$17,000. It is more economical for the company to complete both courts at the same time, as the equipment is already in the park and site remediation only needs to be done once.

**Sargon** – Inquired as to re-bidding within this fiscal year

**Rimdzius** - Responded that option three with Public Works would start in April within the budget year, and that the Parks and Recreation Department could re-bid the project separately. Staff learned today that asphalt plants open in mid-April and that either approach would result in the project being completed in the late-spring. Due to the mid-April opening of the asphalt plants and dependence on weather conditions to complete the project, this project would then have a two week timeframe or enter into the next fiscal year.

**Resident Abelson** – Inquired if this is the best company to work with.

**Rimdzius** - Responded that a background checks would be conducted

**Resident Abelson** – Inquired if other park districts could be contracted to reach additional bidders.

**Rimdzius** - Responded that the bid process involves public advertisement of the open bid in an effort to advertise to as many potential bidders as possible.

**Resident Abelson** – Asked if \$14k over budget is what is holding us back.

**Delisi**- Inquired if the Village has worked with the potential bidder before.

**Rimdzius** – Responded it is a public bid, open to everyone. Stated that she is not aware of any work done for the Parks and Recreation Department by this company, but could find out if the Village has worked with this company in the past.

**Delisi**- Asked if re-bidding would still come in over budget.

**Rimdzius** - Responded that with a new bid process, higher bids are possible but not guaranteed. There could be a potential savings if incorporated into the Public Works project bid, but there is also no guarantee.

**Audisho**- Inquired if option three would go over budget year with project end date.

**Georges Oraha**- Inquired if we could re-bid within the current budget year.

**Rimdzius**– Responded that the process could take place and the project would take place in the spring.

**Resident Abelson** – Asked if new bids meant possible higher bids.

**Delisi-** Inquired if the Village could negotiations with lower bid price of option two  
**Rimdzius** – Responded that the Parks and Recreation Department process does not involve negotiation with companies who did not provide a bid.

**Georges Oraha** – Commented that the revised second option may not last as long as a complete option one.

**Rimdzius** – Responded that it would have an estimated 10 year lifespan, weather dependent.

**Delisi-** Requested a recorded vote regarding the nomination.

**Sargon-** Asked for staff's recommendation.

**Rimdzius** – Commented on the benefits and drawbacks of each option, that it is a challenging situation, and that she defers to the Park Board for their recommendation as to what is best for the community. Staff will move forward with the recommendation of the Park Board and final determination by the Village Board.

**Georges Oraha** – Commented that Flowers Park is a loved park that is used by community. Would like to see the improvement.

**Tomacic** – Commented that she supports the project if the expense over the budgeted amount can be found within the park maintenance budget by realigning other priorities and expenses.

On motion Tomacic/Audisho recommend to adopt a resolution awarding a bid for the reconstruction of all-weather tennis and basketball courts at Flowers Park in the amount of \$114,000 to Troch McNeil Paving of Elk Grove, Il. Delisi voted nay. 4-1, motion passed.

## **PRESENTATION OF THE SUMMER DAY CAMP REPORT**

**Zdeb** – As noted in report

**Rimdzius-** Stated that based on community feedback, we are looking to offer more specialized camps for our Adventure Camp campers. This tween/teen camp has experienced higher registration than in the past, which has translated to a wider range of interests among the campers.

**Zdeb-** Commented that Adventure Camp had the largest waitlist unable to be accommodated. With smaller group sized camps, we will be able to have more specialized activities.

**Tomacic-** Inquired as to how many campers were left on the waitlist

**Zdeb-** Responded that 6 or 7 campers were on a waitlist at on any given week. We were at maximum capacity prior to the session starting.

**Sargon** – Commented that this summer was another successful camp season.

## **CHAIRPERSON'S REPORT**

None

## **COMMISSIONERS' REPORTS**

**Delisi-** Reported that he attended Touch-a-Truck and that it was a wonderful event. Police presence was appreciated with Police Chief Parrott visiting. Noted a lack of marketing, and that he was unaware it was an on-going event. Recommended new vehicles for 2020. Mentioned that weather was a factor for lower attendance.

**Rimdzius** - Commented that the event day was changed to Sunday due to community requests and that staff continues to monitor and test options within social media accounts to ensure more visibility of posts to followers.

**Audisho-** Commended the Parks and Recreation Department for operating the summer without marketing coordinator.

**Rimdzius** - Commented that social media algorithms change and can present challenges in getting posts to appear to the public. Staff always appreciates when Board Members share, like, and comment on posts.

**Tomacic**- Commended Katie Lazzara on a successful pool season. Commented that members felt welcomed and that the pool was clean.

## **DIRECTOR'S REPORT**

**Rimdzius** -

- Thanked the Parks and Recreation team during this summer of transition. Thanked the Board for their support in ensuring a safe summer.
- Welcomed new Parks and Recreation Board Members Audisho and Delisi, and new Board Chairperson Georges Oraha.
- Thanked the Police Department, Fire Department and Public works for their involvement in Touch-a-Truck event this past Sunday. Another thank you to NorthShore University Health System for sponsoring the event and their presence during the event.
- Thanked the School District 74 PTA for inviting us to join the Back to School Bash. Staff shared information regarding large, free community events to participants, as well as the Club Kid After School Program.
- Trunk or Treat is quickly approaching on the evening of October 31<sup>st</sup>. We are looking for families, businesses or organizations who would like to participate by decorating a vehicle.
- Turkey Trot registration has moved to runsignup.com due to lower and group registration fee options. Mentioned that this event would not be possible with the over 100 volunteers that help on race day, and asked anyone interested in volunteering to contact Olivia Zdeb. This year's plan for the race is to continue collecting food donations for the Niles Township Food Pantry. A portion of the race's proceeds will also be applied to the Parks and Recreation Department Scholarship Fund to support children of families in need in attending camp, swim lessons, and the afterschool program.
- M-NASR's 2018 Annual Report is included in the Board packet.
- Staff has already begun planning for the Winter/Spring brochure. We always are open to feedback about existing programs and ideas for new events/programming. All are welcome to reach out to our team with ideas and recommendations.

## **STAFF REPORTS-**

As noted in report

**Lazzara** – Thanked the Board for their continuous support.

**Zdeb** – Thanked the Board for their continuous support.

## **ADJOURNMENT**

Meeting adjourned at 8:20pm. Motion to adjourn: Delisi. Second: Audisho

Park Board Minutes prepared by: Olivia Zdeb, Recreation Supervisor

Park and Recreation Board President:

  
Signature

2-11-2020  
Date