

**MINUTES OF THE  
REGULAR MEETING  
OF THE  
BOARD OF PARK COMMISSIONERS  
SKOKIE PARK DISTRICT  
OCTOBER 20, 2015  
7:00 P.M.**

**ATTENDANCE AT MEETING**

Board Members Present:

President Mike Reid  
Vice President Maureen Yanes  
Commissioner Susan Aberman  
Commissioner Michael W. Alter  
Commissioner Jerry B. Clarito

Others Present:

Executive Director/Secretary John V. Ohrlund  
Business Superintendent/Treasurer William G. Schmidt  
Superintendent of Parks Michael Rea  
Superintendent of Recreation and Facilities Michelle Tuft  
Assistant Superintendent of Recreation Jon Marquardt  
Executive Administrative Assistant Ann Perez

Susan Jones, Miller Cooper Co., Ltd.  
Ms. Ticia Dourhty-Ashcroft, TLC Parent  
Ms. Katie Urbano, TLC Parent  
Ms. Shannon Schock, TLC Parent

**CALL TO ORDER**

President Reid called the regular meeting of the Board of Park Commissioners to order at 7:03 p.m., followed by the recitation of the Pledge of Allegiance.

**COMMENTS FROM CITIZENS**

Ticia Dourhty-Ashcroft, 6856 Oakton, Niles, Illinois addressed the Board regarding security at the Tot Learning Center where her daughter attends daily. She previously addressed the Board in 2014. She suggested the Board and staff consider purchasing personal panic fobs for the staff to wear. These fobs could be helpful in an emergency or unsafe situation. She provided a contact name for the Board to obtain information regarding the personal fobs. Assistant Superintendent Marquardt said he will make contact and will research the personal fobs.

Ms. Shannon Schock, 3201 W. Argyle, Chicago, Illinois addressed the Board to support the security suggestion and discussed her security concerns. Assistant Superintendent Marquardt said a panic button at the front desk should be installed soon and changes to the door are also being considered. President Reid thanked Ms. Ashcroft and Ms. Schock for their comments.

### **CONSENT AGENDA APPROVAL**

With no items removed from the Consent Agenda, Commissioner Aberman moved to approve the Consent Agenda. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of Minutes of the Regular Meeting of September 8, 2015; Bills payable for the month of September/October 2015; Treasurer's Report; and Staff Reports.

### **DRAFT FISCAL YEAR ENDED 04/30/2015 AUDIT, MANAGEMENT LETTER AND CONTROL DEFICIENCY LETTER**

Treasurer Schmidt introduced Susan Jones, Miller Cooper & Co. Ltd., to summarize the audit process, financial statements, management letter and control deficiency letter. Ms. Jones said when the final audit report is issued the Park District will receive an unmodified opinion which is the highest level assurance that the Park District can receive. Ms. Jones said that next year GASB 68 will affect the recording of the unfunded IMRF pension liability in the Statement of Activities. All the fund balances were in a positive position with the exception of the debt service fund. There were no new accounting policies adopted that had an impact on the financial statements during the current year and all of the footnotes are consistent with previous years.

The internal controls did not find any deficiencies. The auditors received excellent cooperation from staff and transparency of information. The management letter had one minor comment related to a missing signature. President Reid thanked Ms. Jones for the draft audit report.

Commissioner Alter moved to approve the fiscal year end 04/30/2015 audit, management letter and control deficiency letter. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried

### **2015 TAX LEVY RESOLUTION #15-001**

Treasurer Schmidt highlighted the 2015 tax levy process for the Board. He said the CPI increase for the 2015 levy is 0.8% which equates to a \$59,972 increase in the aggregate funds minus debt service. The tax levy is based on an overall decrease of 0.15% without loss and cost. Treasurer Schmidt said the Truth in Taxation Law Resolution #15-001 is part of the legal process. The 2015 tax levy with Debt Service would be \$9,960,000, which is a small decrease from the 2014 tax levy.

At the November Board Meeting the Tax Levy Ordinance will be formally adopted. Once adopted it will be filed with the Cook County Tax Extension Office.

Commissioner Aberman moved to approve Resolution #15-001 as part of the legal process. Legal adoption of the Levy Ordinance will be held at the November 2015 Meeting of the Board of Park Commissioners. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

### **APPROVAL OF CREDENTIALS FOR THE IAPD ANNUAL MEETING**

Executive Director Ohrlund reminded the Board that the IAPD/IRPA conference will be held on January 28 – January 30, 2016. Executive Director Ohrlund stated that in order to be represented at the IAPD annual meeting on January 30, 2016 a delegate and alternates must be selected.

Commissioner Aberman moved to name Mike Reid the Board delegate, Commissioner Alter as 1<sup>st</sup> alternate, and Commissioner Clarito as 2<sup>nd</sup> alternate to the IAPD annual business meeting on January 30, 2016. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

#### **SKATIUM HVAC UPDATE**

Executive Director Ohrlund reported in detail on Skatium issues. Staff and consultants are in the discovery stage at this time. The plan is to repair mechanical leaks as they occur and if more work is necessary the repair work would be done over the summer. Executive Director Ohrlund will update the Board as more information becomes available.

#### **WEBER/FITNESS FIRST PLANNING UPDATE**

Superintendent Tuft has been meeting with the architects to prepare two/three concepts for the Weber Center/Fitness First renovation including estimated costs. On November 3<sup>rd</sup>, there will be a public input meeting from 6:30-8:30 p.m. to provide public comment and give feedback on the concepts. The consultants will give a brief presentation and staff will be on hand for comments and questions. The concepts will be on the website for comment as well. Staff will meet again and discuss feedback. Plans for the project will be brought back to the Board at the November Board Meeting.

#### **DISTINGUISHED PARK AND RECREATION ACCREDITATION STATUS**

Executive Director Ohrlund announced that the Park District went through the Distinguished Parks and Recreation Accreditation review on October 6<sup>th</sup> and passed the review receiving 487+ points from a maximum total of 500 points. Executive Director Ohrlund thanked the staff for all of the efforts in preparing for the review. He thanked the Michelle Tuft and Dima Kirland for coordinating the review. Following a final review in November, the Distinguished Parks and Recreation Award will be presented to President Reid and Executive Director Ohrlund at the annual IAPD/IPRA Conference in January 2016.

#### **PRESIDENT'S REPORT**

The date for the next Regular Meeting of the Board of Park Commissioners was set for Tuesday, November 17, 2015 at 7:00 pm.

#### **COMMISSIONER COMMENTS**

Vice President Yanes said she attended the NRPA Ethnic Minority Society luncheon recently. The Ethnic Minority Society was established in 1970 and its goal is to embrace all ethnic groups. Vice President Yanes suggested that board members or staff consider joining this organization. The Board and staff will take it under consideration.

Vice President Yanes asked about a safe sitters program. Superintendent Tuft responded that the Park District offers a Red Cross babysitting program.

Vice President Yanes asked about staffing on Sundays in Fitness First.

President Reid commented on the McNally Park Playground ribbon cutting ceremony last Friday. He said the ceremony was well attended. There was coverage from the local newspaper and he saw a nice article with photos about the event online.

## **EXECUTIVE SESSION**

Commissioner Aberman moved to enter into Executive Session to discuss minutes of Executive Session meetings for the purpose of approval of the minutes and semi-annual review of the minutes, and to authorize the destruction of Executive Session recordings. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

## **ACTION TAKEN FROM EXECUTIVE SESSION**

The regular session meeting reconvened at 8:10 p.m.

Commissioner Aberman moved to approve the content of the Executive Session Minutes of July 21, 2015 with minutes to remain closed because the need for confidentiality still exists as to all or part of the minutes. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Commissioner Aberman moved to approve Ordinance #15-014 authorizing the destruction of verbatim records for the closed session meetings of January 21, 2014 and March 18, 2014. Commissioner Clarito seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Commissioner Aberman moved following review of Executive Session meeting minutes dating to January 2004, to keep closed all minutes not previously release because the need for confidentiality still exists as to all or part of the minutes. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

## **ADJOURNMENT**

Commissioner Aberman moved to adjourn the regular meeting. Vice President Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting ended at 8:12 p.m.

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Michael Reid  
President

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John V. Ohrlund  
Secretary