

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
NOVEMBER 20, 2014
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Mike Reid
Commissioner Susan Aberman
Commissioner Maureen Yanes

Others Present:

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

Absent:

Vice President Michael W. Alter
Commissioner Jerry B. Clarito

CALL TO ORDER

Commissioner 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.

COMMENTS FROM CITIZENS

There were no citizen comments.

CONSENT AGENDA APPROVAL

With no items removed from the Consent Agenda, Commissioner Aberman moved to approve the Consent Agenda. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of: Minutes of the Regular Board Meeting of October 21, 2014; Bills Payable for the months of October 2014/November 2014; Treasurer's Report; and Staff Reports.

2014 TAX LEVY ORDINANCE #14-011

Treasurer Schmidt explained that 2014 Tax Levy Ordinance #14-011 is the legal document that permits the District to levy taxes and is filed with the Cook County Tax Extension Office. The Ordinance is the same dollar amount that was approved in the Tax Resolution #14-100 at the October Board Meeting.

Commissioner Aberman moved to approve the 2014 Tax Levy Ordinance #14-011 in the amount of \$7,356,000. The levy does not include debt service costs. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter and Commissioner Clarito were absent. Motion carried.

APPROVAL OF THE CREDENTIALS FOR THE IAPD ANNUAL MEETING

Executive Director Ohrlund stated that in order to be represented at the IAPD annual meeting on January 24, 2015 a delegate and alternates must be selected. Commissioner Aberman moved to name Mike Reid as the delegate, Commissioner Aberman as first alternate and Commissioner Yanes as second alternate. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter and Commissioner Clarito were absent. Motion carried.

2014 CAMP REPORT AND 2015 CAMP FEE PROPOSAL

Assistant Superintendent of Recreation Jon Marquardt presented the 2014 Camp Report and 2015 Camp Fee proposal. Assistant Superintendent Marquardt said it was a great year. Camp enrollment was up 4 ½%. The net surplus increased 31% from last year. The larger camps; Camp Iwannago, Terminal Camp and Sports Camp increased in enrollment about 8%, The Summerstars Hockey Camp almost doubled in enrollment.

Facility rentals for Summer on Broadway and the Circus Camps caused their expenses to be higher. Fundamental Fitness Camp added field trips which added to expenses. There is an outstanding payment from the Department of Human Services of \$45,000.00. Fee Assistance increased slightly and Inclusion Costs continued to decline.

Mr. Marquardt said the report cards were mostly positive. Negative comments were discussed with staff and handled accordingly.

Mr. Marquardt recapped the goals for 2014.

- A tablet was tested by the director at Indoor Sports Camp with positive results
- ACA accreditation was achieved at 98%
- CIT was added to Summerstars Hockey Program
- Schedule changes for various camps were accomplished
- A Teen Summer on Broadway and Junior Cooking Camp were very successful

Mr. Marquardt discussed some of the 2015 camp recommendations

- The name of Terminal Camp will change to North End Camp
- Research the purchase of tablets for all of the camps
- Provide a dietician to visit each camp to educate campers on healthy food choices
- Provide cell phones instead of pagers to camp staff
- Budget and purchase circus apparatus equipment for Circus Camp
- Provide CPR training to CIT's
- Offer a Summer Starters and Summers End camp (1 week each)
- Meet the 25% revenue policy
- Keep fee increases between 2% - 5%

Commissioner Aberman asked about the decreased enrollment in two of the camps. Assistant Superintendent Marquardt and Superintendent Tuft said they would research the enrollment totals.

Commissioner Aberman inquired about camp fee increases. Superintendent Tuft said the fees are gradually increased for certain camps to reach the 25% revenue policy. Superintendent Tuft stated that camp fee increase complaints are rare. Some of the camp fees have not been increased since 2008.

Comments about pick up and drop off were discussed. Superintendent Tuft said staff is always working to improve the process and communication with parents.

President Reid asked if there were any comments that surprised staff. Assistant Superintendent Marquardt responded that concussion training will be done as a result of some comments.

Commissioner Yanes moved to approve the camp fees as proposed. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter and Commissioner Clarito were absent. Motion carried.

APPROVAL OF DISPOSAL OF FIXED ASSETS – ORDINANCE #14-012

Superintendent Rea requested approval of Ordinance #14-012; the Disposal of Fixed Assets. The following vehicle was listed on the Ordinance for disposal:

2001 Chevrolet Crew Cab Pickup Silverado #2500HD - VIN #1GCHC23G21F193930

The vehicle will be disposed of at an online auction this fall and staff will seek the best price possible. The funds will be placed into the Vehicle and Equipment Replacement Fund. Other equipment to be auctioned included old mowers, weed eaters, and an old vending machine.

Commissioner Yanes moved to approve Ordinance #14-012 authorizing the disposal of fixed assets. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter and Commissioner Clarito were absent. Motion carried.

AUTHORIZATION TO PURCHASE REPLACEMENT VAN

Superintendent Rea requested authorization to purchase a replacement van utilized by the Operations crews for custodial/shelter maintenance. The replacement vehicle is budgeted at \$23,000.00. The vehicle is available through the Illinois State Procurement program at a cost of \$19,705.00. The cost is under budget.

Commissioner Aberman moved to purchase a 2014 Dodge Caravan through the Illinois State Procurement program from Wright Automotive of Hillsboro, IL for \$19,705.00. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter and Commissioner Clarito were absent. Motion carried.

AUTHORIZATION TO PREPARE BID DOCUMENTS AND BID OUT THE PURCHASE OF NINE VARIABLE FREQUENCY DRIVE CONTROLS FOR POOL PUMPS AT SKOKIE WATER PLAYGROUND AND DEVONSHIRE AQUATIC CENTER

Superintendent Tuft requested authorization to prepare bid documents and bid out the purchase of nine variable frequency drive (VFD) controls for pool pumps at Skokie Water Playground and Devonshire Aquatic Center. Superintendent Tuft stated the variable frequency drive controllers/starters for the pump control the pump motor speed to operate the pool more efficiently and reduce energy consumption.

Superintendent Tuft stated there is a grant available that would cut the cost of purchasing the remaining nine pump controls by about 40% if purchased all at one time. Once the bids are received Superintendent Tuft will detail all of the cost savings.

Commissioner Aberman moved to authorize staff to prepare specifications and bid out the purchase of variable frequency drive controls for Skokie Water Playground and Devonshire Aquatic Center. Commissioner Yanes seconded the motion. Vice President Alter and Commissioner Clarito were absent. Motion carried.

PRESIDENT'S REPORT

Executive Director Ohrlund and President Reid discussed the need for the December 2, 2014 Special Board Meeting for the Comprehensive Plan. There are no plans to have the consultants make a presentation. The final draft of the Comprehensive Plan is being reviewed by staff. Executive Director Ohrlund said he is not anticipating many changes to the final draft of the Comprehensive Plan. The final version of the Comprehensive Plan will be presented for approval at the regular Board of Park Commissioners meeting in December. Commissioners agreed that a Special Board Meeting is not necessary.

President Reid discussed the date for the December Board Meeting. The date for the next Regular Meeting of the Board of Park Commissioners was set for Tuesday, December 16, 2014 at 7:00 p.m.

COMMISSIONER COMMENTS

Commissioner Yanes attended an IPLAN Meeting with Superintendent Tuft and Weber Center Manager, Emily Vanderkamp. Commissioner Yanes said there was good representation from the community and she was very impressed. The Skokie NorthShore Hospital has a grant to promote healthy beverage consumption in the community called "Rethink your Drink." Superintendent Tuft stated there will be a subcommittee to brainstorm how this can be done. Jennie Bever, Fitness First Manager is a member of the subcommittee. Superintendent Tuft said one of the requirements of the grant is to have measurable results.

Superintendent Rea mentioned the Marketing Department posted maps of the walking path distances of approximately 10 parks on the website.

President Reid announced the Skatium will be hosting a hockey clinic on December 22nd at 5:30 p.m. with Steve Konroyd from the Blackhawks broadcast team.

President Reid asked about a brick dedication ceremony at the Skatium. This is scheduled for December 16th at 6:00 p.m.

President Reid mentioned a joint wellness program with Tot Learning Center and Skokie NorthShore Hospital. There will be a photo opportunity with Skokie NorthShore Hospital on December 11th. President Reid said that the Tot Learning Center Manager, Fouzia Khan changed the menu to healthy food options for the children at the Tot Learning Center.

Executive Director Ohrlund distributed a handout from the IAPD on the economic and health benefits of parks and recreation.

Commissioner Aberman discussed the status of Illinois minimum wage legislation.

Executive Director reminded Commissioners of the Skokie Chamber Holiday Party on Thursday, December 11 at the Holiday Inn.

Executive Director Ohrlund recommended the play at the Devonshire Cultural Center; "Urinetown the Musical."

Executive Director Ohrlund announced that he will be the President of M-NASR beginning in January 2015.

EXECUTIVE SESSION

Commissioner Aberman moved to enter into Executive Session to review minutes of July 15, 2014 Executive Session Meeting, the semi-annual review of past Executive Session Minutes and authorization of the destruction of verbatim records. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter and Commissioner Clarito were absent. Motion carried. The regular meeting adjourned to Executive Session at 7:57 p.m.

ACTION TAKEN FROM EXECUTIVE SESSION

The regular meeting reconvened from Executive Session at 8:06 p.m.

Commissioner Aberman moved to approve the Executive Session minutes of July 15, 2014 with minutes to remain closed because the need for confidentiality still exists as to all or part of the minutes. Commissioner Yanes seconded the motion. Vice President Alter and Commissioner Clarito were absent. Motion carried.

Commissioner Aberman moved to approve Ordinance #14-013 authorizing the destruction of verbatim records for the Executive Session meeting of January 15, 2013. Commissioner Yanes seconded the motion. Vice President Alter and Commissioner Clarito were absent. Motion carried.

Following review of past Executive Session Meeting minutes Commissioner Aberman moved to have those minutes not previously released to remain closed because the need for confidentiality still exists as to all or part of the minutes. Commissioner Yanes seconded the motion. Vice President Alter and Commissioner Clarito were absent. Motion carried.

ADJOURNMENT

Commissioner Yanes moved to adjourn the regular meeting. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Vice President Alter and Commissioner Clarito were absent. Motion carried. The regular meeting ended at 8:08 p.m.

Michael Reid
President

John V. Ohrlund
Secretary