

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
APRIL 19, 2018
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Susan Aberman
Vice President Michael Reid
Commissioner Michael W. Alter
Commissioner Khemarey Khoeun
Commissioner Maureen Yanes

Others Present:

Executive Director/Secretary John V. Ohrlund
Superintendent of Business Services William G. Schmidt
Superintendent of Recreation and Facilities Michelle Tuft
Superintendent of Parks Mike Rea
Assistant Superintendent Jon Marquardt
Executive Administrative Assistant Ann Perez
Marketing/Communications Manager Jim Bottorff
Skatium Facility Manager Kurt VonHelms
Skatium Supervisor Brandi Lueke
Human Resource Manager Lynn Seebacher

CALL TO ORDER

President Aberman 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

Residents and non-resident patrons addressed the Board with their opinions and concerns on the retirement of Skating Director Kerry Murphy. Ms. Murphy worked 31 years at the Skatium and those present were disappointed in her decision to leave her position at the District.

**PUBLIC HEARING ON THE FISCAL YEAR 2018-2019 TENTATIVE BUDGET AND
APPROPRIATION ORDINANCE #18-004**

President Aberman called the public hearing to order at 8:49 p.m. She asked for any citizen comments regarding the Fiscal Year 2018-2019 Tentative Budget and Appropriation Ordinance #18-004. There were no citizen comments. President Aberman closed the public hearing at 8:50 p.m.

CONSENT AGENDA APPROVAL

Commissioner Alter moved to approve the Consent Agenda. Commissioner Khoeun 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 March 20; Minutes of the Diversity Advisory Committee Meeting of April 10, 2018; bills payable for the month of March/April 2018; Treasurer's Report; and Staff Reports.

APPROVAL OF THE FINAL BUDGET AND APPROPRIATION ORDINANCE
FISCAL YEAR 2018-2019 ORDINANCE #18-005

Treasurer Schmidt requested the approval of the Final Budget & Appropriation Ordinance #18-005 for Fiscal Year 2018-2019. Treasurer Schmidt said the draft Ordinance has been on display for over thirty days at Devonshire, Oakton and Weber Centers. There were no citizen comments on the draft Ordinance.

Commissioner Khoeun moved to approve the Final Budget and Appropriation Ordinance #18-005 for Fiscal Year 2018-2019 in the total amount of \$27,519,299. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

PARK SERVICES FACILITY UPDATE

Superintendent Rea gave a report on the progress of the new Park Services facility. Mr. Rea said the construction progress is as follows:

- Masonry
 - The new entrance masonry work is complete and looks great. All of the windows have now been installed in all of the openings.
- Door openings
 - Installation of door jambs throughout the building is complete with the exception of one exterior door.
 - All of the service doors have arrived and some have been installed.
 - The five large overhead doors have been installed; some staining of the brick around the openings may be required to blend the brick colors.
- Mezzanine
 - The mezzanine was delivered on time and has been installed.
- Heating and ventilation and air conditioning (HVAC)
 - Duct modification, electrical and fire protection work can now be completed under and around the mezzanine.
- Concrete floors,
 - The concrete floors have been sealed.
- Cabinets,
 - Cabinets have been ordered.
- Lockers,
 - Staff lockers have been delivered and installed.
- Carpet,
 - Carpet has been installed on the second floor.
- Sewer Work,
 - Site utility / sewer work is underway to connect floor trench drains to the sanitary sewer. The work will also include new storm sewer structures.

APPROVAL OF FIVE YEAR CAPITAL PLAN

Executive Director Ohrlund said as part of the Distinguished Accredited Agency process the District needs to show a long range financial plan for capital expenditures including maintenance of existing facilities and future expenses. Executive Director Ohrlund said the five year capital plan was reviewed as part of the budget process.

Commissioner Yanes moved to approve the Five Year Capital Plan as presented in the 2018-2019 Fiscal Year Budget. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF RESOLUTION #18-001 AUTHORIZING THE SECOND AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF SKOKIE, DATED MARCH 3, 1989, RELATING TO THE CONSTRUCTION OF A RAIN GARDEN IN DEVONSHIRE PARK

Commissioner Khoeun moved to approve Resolution #18-001 authorizing the Second Amendment to the Intergovernmental Agreement with the Village of Skokie, dated March 3, 1989, relating to the construction of a rain garden in Devonshire Park. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF WEBER ROOFING CONTRACT AMENDMENT

Superintendent Rea said in September 2017 bids were received for the removal and replacement of the Skatium (Phase I) and Weber (Phase 2) roofs. At that time work on the Skatium roof (Phase I) was awarded to Combined Roofing. The additional funds for Phase 2 have been budgeted for in the 2018/2019 Capital Improvement budget and staff is requesting an amendment to the contract to add Weber Roofing Phase 2 for an additional \$989,000.

Vice President Reid moved to approve the contract amendment for Weber Roofing Phase 2 with Combined Roofing for an amount of \$989,800. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF BUSINESS RELATED TRAVEL EXPENSE REIMBURSEMENTS

Commissioner Yanes moved to approve business related travel for Commissioners Reid, Aberman, Yanes and Khoeun to the IAPD Legislative Conference in Springfield, IL April 24-25, 2018. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

PRESIDENT'S REPORT

The Community Outreach and Engagement Committee Meeting will be held on Thursday, April 26, 2018 at 7:00 p.m. at Oakton Community Center. The Commissioners Meet and Greet will be held on Sunday, April 29, 2018, 3:00 - 5:00 p.m. at Emily Oaks Nature Center. The regular and annual meetings of the Board of Park Commissioners will be held on Tuesday, May 15 at 7:00 p.m. at Weber Leisure Center.

COMMISSIONER COMMENTS

President Aberman said she received a letter from a representative of Niles Township complimenting the District on its Diversity Advisory Committee. Commissioner Yanes discussed a proposed community welcome project.

Executive Director Ohrlund announced Arbor Day will be celebrated with a tree planting at Devonshire Park at 10:00 a.m. on April 26, 2018.

EXECUTIVE SESSION

Vice President Reid moved to enter into Executive Session to discuss minutes of Executive Session meetings for purposes of approval of the minutes and semi-annual review of the minutes, and to authorize the destruction of executive session recordings and to consider information regarding the appointment, employment, compensation, discipline, performance or dismissal of specific employees. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

The regular session meeting reconvened at 10:08 p.m. Vice President Reid moved to approve the content of the Executive Session Minutes of October 17, 2017. Commissioner Yanas seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Following review of Executive Session meeting minutes dating to January 2004, Vice President Reid moved to have those minutes not previously released remain closed because of the need for confidentiality still exists as to all or part of the minutes. Commissioner Yanas seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Vice President Reid moved to approve Ordinance #18-006 authorizing the destruction of verbatim records for the closed session meeting of April 19, 2016, July 19, 2016, September 20, 2016 and October 18, 2016. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ADJOURNMENT

The regular meeting adjourned at 10:10 p.m.

Susan Aberman
President

John V. Ohrlund
Secretary