

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
FEBRUARY 21, 2023
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Susan Aberman
Vice President Michael Reid
Commissioner Minal Desai
Commissioner Ezra Jaffe
Commissioner Mary Oshana

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Parks, Planning & Facilities Corrie Guynn
Superintendent of Recreation Breanne Labus
Marketing and Communications Director Jim Bottorff
Executive Administrative Assistant Ann Perez
Devonshire Cultural Center Facility Manager Robin Horwitz
Customer Service Supervisor Caryn Watson
Cultural Arts Program Supervisor Rebecca Goldberg
Early Childhood Recreation Supervisor Sagung Kertayuda
Devonshire Center Custodial Supervisor Alvin Sampath
Application/Help Support Specialist Amanda Catania
Director of Information Technology David Hunt
Office Manager Park Services Dima Kirland

CALL TO ORDER

President Aberman called the regular meeting of the Board of Park Commissioners to order at 7:00 p.m. President Aberman called for the recitation of the Pledge of Allegiance.

CITIZEN COMMENTS

There were no citizen comments.

STAFF RECOGNITION

Ann Tennes from the Village of Skokie introduced Michelle Thomas from the Village of Skokie Fine Arts Commission who presented the 2022 Artistic Excellence Award to Robin Horwitz and the Devonshire Cultural Center. Commissioner Thomas said Ms. Horwitz has worked for over 35 years in the arts administration field. Robin has been instrumental in launching the Devonshire Theatre Academy and believes that experiencing the arts is vital to a person's life experience. Ms. Thomas congratulated Robin and her staff.

Ms. Tuft thanked Ms. Tennes and Ms. Thomas for presenting the award and thanked the Devonshire staff for their fine work. She said the community and the park district are lucky to have them. President Aberman said the board is very proud of Ms. Horwitz and the Devonshire staff and congratulated them. Ms. Horwitz acknowledged and thanked some of the Devonshire class participants and performers for attending the meeting.

CONSENT AGENDA APPROVAL

Vice President Reid moved to approve the Consent Agenda. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of the minutes of the regular meeting of January 17, 2023; bills payable for the month January/February 2023, Treasurer's Report, and Staff Reports.

CAMP REGISTRATION REPORT

Ms. Tuft began the presentation by stating that staff were not pleased with how camp registration went on Sunday, February 5. Ms. Tuft explained that the presentation would attempt to explain what went wrong and highlight some possible solutions. She stated that no decisions have been made on how to proceed, the presentation is informational only. Breanne Labus, Superintendent of Recreation and David Hunt, Director of Information Technology, each explained how they prepared for registration. They detailed what went right, what went wrong, and discussed possible solutions to improve next year's registration process. Ms. Tuft said staff is committed to resolving the issues and will keep the board posted. Vice President Reid asked for a copy of the presentation and Ms. Tuft will send it to the board.

No motion needed, informational only.

APPROVAL OF SKATIUM CHANGE ORDER #6

Ms. Labus requested approval of Skatium Change Order #6 for extending the rental of the temporary electrical panel as delivery of the permanent panel is delayed. Commissioner Jaffe asked about the status of the insurance claim with PDRMA. Mr. Guynn said an engineer came out in December and that he and H.R. Manager Ms. Gualano have been reaching out to PDRMA for the insurance determination. Staff will continue to follow up until a decision is communicated.

Commissioner Jaffe moved to approve Skatium Change Order #6 for \$13,033.53. Commissioner Desai seconded the motion. On a roll call vote, all Commissioner voted. Motion carried.

APPROVAL OF CENTRALPARK IRRIGATION BIDS

Ms. Guynn received two bids for the Central Park irrigation project. The bid is for the installation of irrigation across the two ball fields at Central Park. Irrigation will improve the turf and reduce weed growth. The irrigation was initially bid as an alternate in the overall construction project bid and was rejected because the cost was high. Staff rebid the irrigation in hopes of obtaining a better price. The lowest bidder was Halloran and Yauch at \$97,335. Staff has worked with them in the past and is comfortable recommending them.

Commissioner Oshana asked where the request for proposals was posted. Mr. Guynn said he shared the bid with several irrigation companies and posted at bid houses. Hitchcock Design group also shared the bid documents. Commissioner Oshana asked if staff ever posted in minority portals. Mr. Guynn does not have that information and asked Commissioner Oshana to share the portal.

Commissioner Jaffe asked if this work would affect water drainage on the field. Mr. Guynn said Central Park does not have a drainage issue. He stated that the turf gets burned out and irrigation will help this issue.

Vice President Reid moved to approve the Central Park Irrigation bid from Halloran and Yauch for \$97,335. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

OAKTON PARK PICKLEBALL CONCEPT AND BUDGET ESTIMATES

Mr. Guynn gave an update on the proposed pickleball courts at Oakton Park. Mr. Guynn said the cost should go down from the \$800,000 estimate as Wight is still working on the numbers. A public hearing will be held in March to receive feedback from the public. The construction would begin in late summer and the courts should open in the fall. President Aberman asked if there were any grants available and Mr. Guynn said he applied for a \$20,000 AARP grant and stated this is the only grant opportunity he could find as there are not many available.

No motion necessary, informational purposes only.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, March 21, 2023, at 7:00 p.m.

COMMISSIONER COMMENTS

Commissioner Oshana said she attended some IPRA Conference workshops and gave kudos to Mr. Guynn and Ms. Labus on their presentations. She said there was so much engagement from the audience. She felt other park districts were looking at the Skokie Park District as a leader in parks and recreation. She was very impressed. Vice President Reid and Ms. Tuft did a workshop and Vice President Reid was very pleased with the reception they received.

Ms. Tuft said the legislative breakfast was very successful and she received very positive comments from a Wheeling Park District Commissioner who is a former Skokie resident.

Commissioner Oshana has been to the new park compost sites. She was at Devonshire Park and the totes are half full. President Aberman and Vice President Reid were there today and said they checked the totes and they were filled correctly. Commissioner Desai goes on walks with her neighbors, and they bring their composting to Oakton Park. Ms. Tuft said the food composting was posted in the SPD e-newsletter last week and the story will rerun when Spring Greening is advertised.

Commissioner Oshana asked if we were going to host any composting workshops. Ms. Tuft said Emily Oaks Nature Center has done some in the past and she will see if any are scheduled. Commissioner Oshana said there is an International Compost Awareness week on May 7 – May 13. Breanne said everything from Winter Chilly Fest was composted. Mr. Guynn said both Oakton and Devonshire Parks composting sites will have concrete pads once the weather improves and the Village is considering fencing the area.

Commissioner Desai suggested having composting bins set up at events. Ms. Tuft said we did this at Backlot Bash and that we can consider this for Festival of Cultures.

Commissioner Oshana attended the Littles for Literacy program at Devonshire Center and thoroughly enjoyed it. She wanted to give the staff a shoutout. Ms. Labus said this was a new event that the early childhood supervisor implemented.

Commissioner Jaffe asked for an update on the property lines at Timber Ridge Park and Bessie Rhodes School. Mr. Guynn displayed a picture of the area and explained that he is still trying to identify the property owners for all of the pins. He is working with Chicago Title and Trust and has gotten conflicting information. He will continue to work on identifying the owners of each pin.

DIRECTOR'S COMMENTS

Ms. Tuft said the legislative breakfast was a success and that the district will likely host again next year.

Ms. Tuft said the deadline for attending the M-NASR Liponi fundraiser on March 4 is tomorrow and asked who planned on attending. President Aberman and Vice President Reid and his spouse will be attending. Commissioner Oshana will let Ms. Tuft know tomorrow if she can attend.

Ms. Tuft asked the board to set a date for the Oakton Park pickleball public hearing. The public hearing will be held on March 9 at 6 p.m. at the Oakton Community Center.

Ms. Tuft asked to set a date for the Finance Committee Meeting. The date of March 20 at 6 p.m. was selected.

Ms. Tuft said the April board meeting date needed to be changed as the tentative budget and appropriation ordinance needs to be on display for 30 days. The date of April 20 was selected for the board meeting.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

Commissioner Oshana moved to enter into executive session for the purpose of the discussion of executive session minutes pursuant to Section 2(c)(21); and the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the park district pursuant to Section 2(2)(1). Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting adjourned at 9:03 p.m.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

Commissioner Jaffe moved to enter back into the regular meeting. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.


The regular meeting reconvened at 10:32 p.m.

Commissioner Oshana moved to approve the Executive Session Minutes of September 14, 2022. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

Vice President Reid moved to approve the Executive Director's annual salary of \$183,818.00. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

ADJOURNMENT

Commissioner Jaffe moved to adjourn the regular meeting. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried. The regular meeting adjourned at 10:28 p.m.



Susan Aberman
President

Michelle J. Tuft
Secretary

March 21, 2023