

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
JANUARY 19, 2021
7:00 P.M.**

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ATTENDANCE AT MEETING

Board Members Present:

President Michael Reid
Vice President Khemarey Khoeun
Commissioner Michael W. Alter
Commissioner Susan Aberman
Commissioner Minal Desai

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Facilities Jon Marquardt
Superintendent of Parks Corrie Guynn
Superintendent of Recreation Breanne Labus
Executive Administrative Assistant Ann Perez
Marketing and Communications Manager Jim Bottorff
Park Services Office Mgr./IT System Support Dima Kirland
Director of Information Technology David Hunt
Julianna Oh, Skokie Resident
Regina Yonan, Skokie Resident

CALL TO ORDER

President 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. Due to remote attendance, President Reid confirmed that each board member could see and hear the board meeting.

COMMENTS FROM CITIZENS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Alter moved to approve the Consent Agenda. Vice President Khoeun 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 December 15, 2020, bills payable for the month of December 2020/January 2021, Treasurer's Report, and Staff Reports.

2021 BOND FINANCING TIMELINE

Treasurer Schmidt presented the bond timeline for 2021. There are two bond issues. The first issue is Series 2021A, Alternate Revenue Source Bonds of approximately \$2.5 million which is done every other year for capital improvements and refinancing of the Series 2011A Skatium Bonds which would save the District interest of approximately \$85,000.

The second issue is the annual refunding issue done in October to pay for the Series 2003 Capital Appreciation Bonds principal and interest of \$2.3 million. The timeline assumes that the Skatium renovation project would be done next calendar year. However, if the project needed to start earlier a third bond issue could be accelerated. If the Skatium renovation bonds are not done this year the District could add \$500,000 to the refunding bond issue which could be used for capital improvements. The first issue will be done in April and the second issue in October.

Executive Director Tuft said staff will present the Skatium project funding information and timeline at the February Board meeting. Since the PARC grant has not been announced, staff is trying to keep the Skatium going another year with minimal repair costs.

No motion required, informational purposes only.

FINANCIAL UPDATE

Treasurer Schmidt presented the eight-month actuals and updated year-end projections. He stated that it seems as if every time he prepares an update the governor announces changes to the Covid-19 mitigations making it more difficult to project year end financial information. Treasurer Schmidt discussed the operating, capital, and auxiliary funds. The District received credits from PDRMA and M-NASR and saw savings in the Social Security, IMRF and Special Recreation auxiliary funds. The overall budget projections show a net revenue of \$80,000.

No motion required, informational purposes only.

APPROVAL OF THE WEBER CHILLER REPLACEMENT

Superintendent Guynn requested approval of the Weber Chiller Replacement Project. The project will be completed through the National Cooperative Purchasing Alliance with Midwest Mechanical group handling the engineering and installation of the new chiller. The chiller being replaced is the original equipment from 1995. Last summer the chiller was leaking, and the system shut down for two weeks while it was temporarily repaired. To save the District approximately \$120,000 the option to rehab the tower and replace the chiller equipment was chosen instead of replacing the unit. The project should be completed this spring unless there are supply issues which would delay the project until fall. The total cost of this project is \$307,553.

Vice President Khoeun moved to approve the purchase of design and installation of the Weber Leisure Center chiller and cooling tower refurbishment through the National Cooperative Purchasing Alliance with Midwest Mechanical Group, Inc. for \$307,553. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF THE DEVONSHIRE CULTURAL CENTER UPPER ROOF REPLACEMENT

Superintendent Guynn requested the approval of the Devonshire Cultural Center Roof Replacement. The upper roof has needed to be replaced for a long time and covers the dance floor and program rooms on the second floor. The roof replacement is being furnished through the OMNIA Partners Public Sector Cooperative Purchasing Agreement. Garland/DBS, Inc. is the engineering company and has overseen other roofing projects in the District. The roofing company providing the installation is Malcor Roofing of Illinois and is one of Garland's preferred contractors. The cost of the project is \$172,685 with a \$5,000 contingency.

Commissioner Aberman moved to approve the purchase of roofing services and installation of the Devonshire roof through the OMNIA Joint Purchase Cooperative and Garland/DBS, Inc. for \$172,685. Commissioner Alter seconded the motion. On a roll call vote, all commissioners voted aye. Motion carried.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, February 16, 2021 at 7:00 p.m. If mitigation restrictions allow President Reid hopes to meet in person.

President Reid asked to set public hearing dates for five playground renovations. The meetings will be held virtually, via Zoom, and will be scheduled for ½ hour increments.

Executive Director Tuft suggested the following dates:

Tuesday, February 9, 2021 at 6:00 p.m., 6:30 p.m. and 7:00 p.m.

Thursday, February 11, 2021 at 6:00 p.m. and 6:30 p.m.

All commissioners agreed on the dates selected.

COMMISSIONER COMMENTS

President Reid really enjoyed the 2020 year in review video that was posted on Facebook. He said the public should be impressed. Ms. Tuft said Megan and Jim did a great job.

President Reid was pleased to hear that the IT Department has the camp registration process ready. Hopefully, there will not be any technical issues this year. Ms. Tuft said there will still be some waiting involved but staff hope to better manage the time.

Commissioner Aberman attended Fitness First and was very impressed with the cleanliness of the facility and the safety protocols of mask wearing and social distancing. She felt very safe.

DIRECTOR'S COMMENTS

Ms. Tuft informed the Board that the ballfield at Emerson Park will not be replaced. It does not get a lot of use and it was decided to relocate the basketball court to the ballfield area. President Reid said the ballfield is shoehorned in and not appropriate for the space.

Ms. Tuft spoke with Rabbi Posner at Lubavitch Chabad of Skokie regarding the possible land swap at Seneca Park. A cost estimate to replace and move the park was provided to Rabbi Posner. If the project moves forward, there will be no cost to the District for the property exchange.

Ms. Tuft said the audit report will be on the agenda for the February Board meeting. With Covid-19 the audit process was delayed.

President Reid asked Ms. Tuft to inform the Board about special events this summer. Ms. Tuft said that Festival of Cultures will not be held this year. It will be replaced by several cultural events during the month of May. The Festival of Cultures Committee has been contacted to engage them in the events.

In June similar events will be held for Pride month. The Fourth of July parade and fireworks would be difficult to do as done in the past. Ms. Tuft has asked staff to be creative and put

some ideas together to have some type of celebration. Ms. Tuft is hopeful that Backlot Bash can happen this year and Superintendent Marquardt is convinced it will happen. Superintendent Labus is meeting with staff this week to brainstorm summer events. Movies in the park, drive-in movies and Sunday Sundown Concerts are being planned with social distancing, unless Covid-19 restrictions change.

Commissioner Desai asked how staff were planning for summer events. Ms. Labus responded that staff are planning a variety of activities, workshops, scavenger hunts, pop-up events, and virtual options. Commissioner Desai said Color Fest is usually celebrated at the Festival of Cultures and Pride event but due to Covid-19 restrictions she suggested take home kits that families can purchase. Vice President Khoeun suggested rerunning the truck with the music event and incorporating colors, stating it would be fun.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

Commissioner Aberman moved to adjourn to Executive Session to discuss the appointment, employment, performance, compensation, or dismissal of an employee pursuant to 5 ILCS 121(c)(21) and for the purpose of reviewing the Executive Session Minutes of September 15, 2020. Vice President seconded the motion. On a roll call basis all Commissioners voted aye. Motion carried.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

Vice President Khoeun moved to approve the content of the Executive Session Minutes of September 15, 2020. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ADJOURNMENT

Commissioner Desai moved to adjourn the regular meeting. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting adjourned at 8:31 p.m.

Mike Reid
President

Michelle J. Tuft
Secretary