

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
JANUARY 18, 2022
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

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

Remote Attendance:

Commissioner Mary Oshana

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Parks Corrie Guynn
Superintendent of Facilities Jon Marquardt
Marketing and Communications Director, Jim Bottorff
Skatium Facility Manager, Kurt vonHelms
Executive Administrative Assistant Ann Perez

CALL TO ORDER

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

President Aberman announced that due to the Covid 19 pandemic the Open Meetings Act was revised and allows boards to hold meetings virtually. As such, board member Mary Oshana will be attending remotely. President Aberman asked Commissioner Oshana Mary to confirm that her audio is working properly acknowledging that she could hear all board members. Commissioner Oshana responded yes. President Aberman then asked for the recitation of the Pledge of Allegiance.

COMMENTS FROM CITIZENS

Mr. Joshua Mark reminded the Board that he attended a meeting regarding Shabonee Park about a year ago and asked the Board to consider posting informational signage about Chief Shabonee at Shabonee Park. Chief Shabonee was a pivotal figure in this area and not a lot is known about him. Mr. Marks stated he is aware that constructing a sign is a substantial project and may not be a priority for the park district. He also said there are 10 parks with native names and across the nation there has been a re-thinking about naming parks after native American tribes. He feels that it would be a nice opportunity for children and the community to learn more about the names and tribes. Mr. Mark said it was explained to him that a QR code posted at the parks could be used to provide the narratives. It would be important to get cultural consultation for the narratives used.

President Aberman said she received his email and was not able to respond with other Covid and vaccination issues but planned to discuss this topic later in the meeting. Ms. Tuft said staff has been researching this topic and that a first step is to establish a land acknowledgement.

Ms. Tuft said this topic is on the park district's radar and assured him that staff will get to this project soon and to please bear with us.

Mr. Mark said he contacted the American Native American Heritage Center and spoke with the Director, and she was very interested in being a consultant. She has done this for many other communities. Ms. Tuft asked Mr. Mark to send her contact information to her. Mr. Mark thinks the land acknowledgement is a wonderful idea, but it is a generic statement that does not address the specific names of the tribes. It is very possible to have a short and concise narrative about the history and present day of the tribe. Ms. Tuft assured Mr. Mark that staff will work on this and re-assured him that it will be done right.

President Aberman acknowledged that the Park Board supports Mr. Mark's idea. Vice President Reid agreed that this is a great idea. President Aberman thanked Mr. Mark for his comments and concerns.

CONSENT AGENDA APPROVAL

Commissioner Jaffe moved to approve the Consent Agenda. Vice President Reid 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 21, 2021; bills payable for the month of December 2021/January 2022, Treasurer's Report, and Staff Reports.

BOND ISSUE TIMELINE

Treasurer Schmidt presented a timeline for the bond issues for this calendar year. This year there will be two bond issues. The first issue will fund the Skatium Renovation Project. The second issue is to pay off the outstanding Series 2003B December 1, 2022 debt service payment and to provide for capital projects.

President Aberman asked when the bond sales would take place. Treasurer Schmidt said the bond sales will be approved at the May board meeting.

No motion required, informational only.

APPROVAL OF SKATIUM ICE ARENA RENNOVATION BIDS

Superintendent Marquardt distributed an amended board summary for the Skatium bids which included two additional alternates. Bids were opened on January 10, 2022, and Wednesday, January 12, 2022. Eleven bid packages were reviewed and recommended for approval. Two bid packages for Fire Suppression and Excavation will be rebid and opened on February 3. The board will approve these two packages at the February board meeting. The cost estimate for the two outstanding bids is \$215,000. The Fire Suppression package is \$65,000 and the Excavation package is \$150,000.

Mr. Craig Polte of Wight Construction reviewed the bids with the Board answering questions and explaining the construction process in detail.

Commissioner Jaffe asked if there were allowances in each bid package. Mr. Polte said there are small contingencies in each alternate but not the entire project. Mr. Polte said it is a good idea to carry contingencies as there are unknown issues when performing the repairs and construction.

Commissioner Oshana asked if the subcontractors are union and Mr. Polte responded yes. She asked if they were minority owned. Mr. Guynn said the bid package contains language that encourages minority business firms to submit bids on the approved project and successful contract bidders to utilize minority businesses as contractors and subcontractors. Mr. Polte did not believe any were minority owned.

Commissioner Oshana asked if the project includes a re-design or just equipment replacement. Mr. Polte responded the Skatium will basically look the same and that the work being done is for the replacement of the mechanical systems. There will be new dasher boards and LED lighting.

Commissioner Jaffe asked if there are concerns regarding supply chain issues. Mr. Polte said the HVAC has been worked out and he is trying to anticipate any additional supply chain issues. President Aberman thanked Mr. Polte for answering their questions and explaining the project stating the board is appreciative.

Commissioner Desai moved to approve the eleven bid packages, and the twelve alternates as shown in the recommendation letter from Wight Construction in the amount of \$3,810,724. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF 2022 LARAMIE SPORTS FIELD LED LIGHTING PROJECT

Superintendent Guynn informed the board that on January 10, 2022, two bids were received for the Laramie Sports Field LED lighting property. The low bidder is Twin Supplies Ltd., for \$40,144.17. After estimating the cost of this project for the budget, staff changed the specifications for fixture chip materials from plastic to ceramic raising the cost per fixture. Staff has received compliments on the LED lighting at Terminal Park and the range lights at Sports Park and this lighting will be similar.

Vice President Reid moved to accept the bid from Twin Supplied Ltd. for the Laramie Sports Field LED Lighting Project in the amount of \$40,144.17. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

AUTHORIZATION TO DISPOSE OF FIXED ASSETS ORDINANCE #22-001

Superintendent Guynn requested authorization for Ordinance #22-001 to dispose of fixed assets.

The following is a list of assets staff is requesting to be disposed:

Assignment/ Vehicle Number	Year	License #	Vin/Serial Number #	Manufacturer
F-150 Garbage Removal Truck #104	1997	M209568	1FTDF172XV KD54911	Ford
12 Foot Trailer #804	1993		1WC200E20H 1055327	Wells Cargo

Commissioner Jaffe asked how they are disposed. Mr. Guynn said they will be auctioned. If there is no interest at auction, the vehicles will then be advertised on Craig's List.

Commissioner Desai moved to approve Ordinance #22-001 authorizing the disposal of various fixed assets. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

AUTHORIZATION OF BUSINESS-RELATED TRAVEL FOR PARK BOARD COMMISSIONERS

Treasurer Schmidt requested authorization for business-related travel for park board Commissioners as required by Public Act 99-0604 and the park district's travel policy Ordinance #16-013. President Aberman, Vice President Reid, Commissioners Jaffe, and Oshana will be attending the Illinois Association of Park Districts Conference in Chicago.

Commissioner Desai moved to approve business related travel for President Aberman, Vice President Reid, and Commissioners Jaffe and Oshana to the IAPD Conference in January 2022. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

FOURTH OF JULY CONTRACT UPDATE

Ms. Tuft said the district is in the final year of a 5-year contract with Melrose Pyrotechnics. Melrose Pyrotechnics has been bought by Pyrotechnico Fireworks, Inc and a new one-year contract must be executed with the new company.

The district owes \$25,000 for the 2022 fireworks show. A \$12,500 deposit was paid for the 2021 show that had to be cancelled due to Covid 19 and will be carried over to the 2022 fireworks show. Director Tuft stated the 2022 show should be great!

Commissioner Desai asked if the fireworks could be done over two events, possibly to coincide with Backlot Bash. Ms. Tuft said there is no interest in holding two events. It is not possible for fireworks at the Backlot Bash because school is in session.

Commissioner Jaffe moved to approve a one-year contract with Pyrotecnico Fireworks, Inc. for \$37,500. Commissioner Desai seconded the motion. On a roll call vote, all Commissioner voted aye. Motion carried.

REVIEW OF 2021-2022 DISTRICT AND DIVISION GOALS

Ms. Tuft asked the board for a review of the 2021-2022 District and Division goals which is approximately halfway through the fiscal year. President Aberman asked the board to review the goals page by page. Some of the goals that were discussed were: Diversity Committee meetings for internal staff or community members, Church Street property, marketing for Skokie Sports Park East, Festival of Cultures Welcome packet, resident survey results for program guides, and mental health program such as ACES.

No motion required, informational only

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, February 15, 2022, at 7:00 p.m.

COMMISSIONER COMMENTS

Commissioner Desai walks on the Weber track and commented that she sees a lot of people walking and staff occasionally remind them of the masking rules. She also said open gym is very busy and asked if any other facility could be available for basketball and was informed that the Weber gym is the only option for open gym.

Commissioner Desai asked about training time for Skokie Baseball. Mr. Marquardt said batting cages are available in the Weber gym. Jon will follow up with staff to see what Skokie Baseball has requested.

President Aberman is on the Distinguished Agency Committee for IPRA and said she had no idea how much work is involved by staff to attain the certification. The District will receive the award at the IAPD/IPRA Conference at the end of the month. She would like to invite superintendents to the February board meeting to recognize them for their hard work on achieving this certification.

Commissioner Oshana asked how it was going with the vaccination requirements at facilities and if the unvaccinated people did not know where to get vaccinated. Ms. Tuft said it was going very well. She said unvaccinated people know where to get vaccinated, they just don't want the vaccine and say that it is violating their constitutional rights.

DIRECTOR'S COMMENTS

Treasurer Schmidt said the auditor contract with Miller Cooper & Co., Ltd. has concluded, and that Miller Cooper has provided a new three-year proposal. Treasurer Schmidt is very comfortable using this audit firm and they bring a good team to review the district. If the board is interested in renewing the contract with Miller Cooper, the item will be placed on the board agenda for the February board meeting. If the board would prefer to get proposals from other auditing firms, Treasurer Schmidt will begin that process. The board agreed to keep Miller Cooper & Co., Ltd. as the district's auditing firm. Treasurer Schmidt will propose the Miller Cooper audit firm renewal at the February board meeting.

Ms. Tuft asked the board to determine dates for the budget workshops in March and also asked the two new Commissioners if they preferred a detailed presentation or a broader view of the budget. Everyone agreed on a broad view instead of focusing on an individual facility in depth. Ms. Tuft will send the commissioners a copy of last year's presentation so they will have an idea of what the presentation will entail. The date of March 1, 2022, at 6 p.m. was selected. A light dinner will be provided.

President Aberman will be out of town for the April board meeting and wants to be sure there is a quorum. President Aberman and Commissioner Jaffe can attend remotely. Vice President Reid and Commissioner Oshana are available. Ms. Tuft said if needed the whole meeting could be done remotely. President Aberman said it can be decided later.

After the Diversity Equity and Inclusion board workshop, the facilitator suggested a board retreat to tackle some of the DEI issues and Ms. Tuft distributed the topics the DEI consultant recommended. However, President Aberman is also interested in doing a board workshop that will help the board become more cohesive and would like to hire a facilitator. Ms. Tuft needs to know what the board is looking for before she hires a facilitator. A discussion followed. President Aberman would like the board to function as a group. She suggested some group activities. Commissioner Jaffe agreed that group dynamics are needed. Commissioner Jaffe

knows a board consultant and will send this contact to Ms. Tuft. Commissioner Desai feels the workshop should be about team building and President Aberman agreed. A second workshop could be held for diversity, equity, and inclusion.

President Aberman asked that the public record reflects the board is in support of Mr. Joshua Mark that came to the meeting today to speak about the native parks.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no old business.

EXECUTIVE SESSION

Commissioner Desai 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 appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the park district pursuant to section 2(c)(1). Vice President seconded the motion. On a roll call vote, all Commissioners vote aye. Motion carried.

The regular meeting re-convened at 9:28 p.m.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

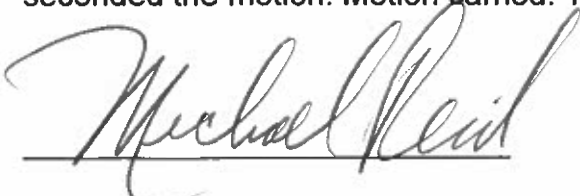
Vice President Reid moved to approve the executive session minutes of September 14, 2021, and November 16, 2021. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Vice President Reid moved to approve the Executive Director's contract for an additional three years. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Vice President Reid moved to approve the Executive Director's salary increase of 4% or \$6,798, making the new salary \$176,748 effective January 1, 2022. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye.

ADJOURNMENT

Vice President Reid moved to adjourn the regular meeting. Commissioner Desai seconded the motion. Motion carried. The regular meeting adjourned at 9:29 p.m.



Susan Aberman
President



Michelle J. Tuft
Secretary

February 15, 2022