

**MINUTES OF THE  
REGULAR MEETING OF THE  
BOARD OF PARK COMMISSIONERS  
SKOKIE PARK DISTRICT  
JUNE 21, 2022  
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 and Planning Corrie Guynn  
Superintendent of Facilities Jon Marquardt  
Superintendent of Recreation Breanne Labus  
Marketing and Communications Director Jim Bottorff  
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 called for the recitation of the Pledge of Allegiance.

**CITIZEN COMMENTS**

Mr. Shelly Balter addressed the Board regarding the handicap parking signs and parking spaces at Weber Leisure Center. He said people are not parking properly in the spaces because the signage is confusing and not clear. He distributed a proposal to the Board to consider purchasing new signage that he could provide. President Aberman thanked Mr. Balter and said the Board will review.

**CONSENT AGENDA APPROVAL**

Commissioner Jaffe moved to approve the Consent Agenda. Commissioner Desai 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 May 17, 2022; minutes of the annual meeting of May 17, 2022; bills payable for the month of May/June 2022, Treasurer's Report, and Staff Reports.

**M-NASR PRESENTATION**

Ms. Tuft introduced Ms. Tricia Brietlow, Executive Director of M-NASR to give an overview of what M-NASR does for the community. M-NASR is an extension of seven park districts including Skokie. They provide recreational programs for children and adults with disabilities and serve approximately 600 people in 1,300 programs a year. They also work closely with park districts, providing inclusion assistance. Ms. Brietlow thanked the park district for their support and showed a video celebrating M-NASR's 50<sup>th</sup> anniversary and then introduced M-NASR's Superintendent of Recreation, Lisa Barrera.

Lisa explained that M-NASR hosts an annual recognition night and this year it was held at Devonshire Cultural Center. Unfortunately, the inclusion superstar award recipient, Charlie Rose was unable to attend this year. Charlie is a Skokie resident and is being recognized at tonight's board meeting. Charlie happily accepted the award and took a picture. Charlie is currently attending camp at Emily Oaks Nature Center. Charlie's mom thanked M-NASR and their inclusion team and explained that inclusion services allow Charlie to participate in the before after school SPACE program, holiday SPACE, and summer camps, all with his peers. Without the support of M-NASR he would not have gained the level of independence and confidence that has been key to his growth. They have seen Charlie blossom before their eyes, and it is truly a blessing for their family. She said the two agencies, M-NASR and the Skokie Park District are truly magical, and her family could not be more grateful. Ms. Tuft thanked the staff from Emily Oaks Nature Center for attending the award presentation.

### **TWELVE MONTH PRELIMINARY FINANCIAL UPDATE**

Treasurer Schmidt said compared to budget the operating funds are looking good. He discussed each fund in detail and asked for questions after each fund discussion. Treasurer Schmidt said we should be receiving grant money, but we are unable to say when that will be received. The real estate taxes will be delayed until possibly December.

Vice President Reid said the financials were impressive considering going through Covid 19 and that now things are returning to some sense of normalcy. President Aberman noticed that Fitness First revenue has increased this year which is a good sign. Commissioner Jaffe asked about preschool enrollment. Ms. Labus said enrollment is still down and President Aberman said that could change with the vaccine availability for children. Commissioner Jaffe asked about the sponsorship expense and Treasurer Schmidt explained the process. Commissioner Oshana said she thought the Fitness First 100 Days for \$100 promotion was a great marketing tool. President Aberman thanked Treasurer Schmidt for the financial report and the staff for doing a great job.

No motion required, for informational purposes only.

### **APPROVAL OF PURCHASING BID LIMIT INCREASE**

Treasurer Schmidt said Governor Pritzker recently signed into law an increase in the bid limit for park districts from \$25,000 to \$30,000 and asked the board for approval.

Vice President Reid moved to approve the increase in the bid limit from \$25,000 to \$30,000 effective immediately. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

### **APPROVAL OF LOCKWOOD AND OAKTON SPORTS COURTS CHANGE ORDER #1**

Superintendent Guynn requested approval for the Lockwood and Oakton Sports Court Change Order #1. At Oakton concrete will be removed at both entrance and will be replaced with asphalt ramps. At Lockwood, two concrete pads will be installed for the benches near the basketball court. Commissioner Oshana asked about the timeline for the project. Mr. Guynn said they will do the prep work but may be delayed because the aggregate operators are striking.

Commissioner Oshana moved to approve Change Order #1 from Chicagoland Paving for \$10,500 for the Lockwood and Oakton Sports Courts Project. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners aye motion carried.

**APPROVAL OF LOCKWOOD AND OAKTON SPORT COURT FENCING  
CHANGE ORDER #1 AND CHANGE ORDER #2**

Superintendent Guynn requested approval for the Lockwood and Oakton Park Sports Court Fencing Change Order #1 and Change Order #2.

Change Order #1 is for repairs to 14 of the 74 posts on the basketball and tennis courts at Lockwood Park. The posts are damaged from ice expansion and will be welded shut with weep holes drilled at each base to allow water drainage. This saves the district money in lieu of installing new footings and posts.

Change Order #2 is for installing a gate to the west side of the Lockwood Park tennis courts which will provide staff access for the removal of fall leaves.

Commissioner Jaffe moved to approve Change Order #1 and #2 from Northern Illinois Fence for \$4,665 for the Lockwood and Oakton Sports Courts Fencing Project. Vice President Reid seconded the motion, on a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF LANDSCAPE AND FENCE ARCHITECTURAL DESIGN SERVICES AT  
THE SKATIUM**

Superintendent Marquardt requested approval of the Landscape and Fence Architectural Design Services at the Skatium. Mr. Marquardt said the area in the back of the Skatium needs beautification due to the construction project. Stantec will design the landscaping area at a reasonable cost. The proposal does not include the cost for materials or labor.

Commissioner Desai moved to approve Change Order #1 for architectural design services from Stantec for \$2,500 for landscaping and fencing. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF EASEMENT AGREEMENT WITH SCHOOL DISTRICT 72 FOR  
CONSTRUCTION AT FAIRVIEW SCHOOL**

Ms. Tuft explained that the memo of understanding that was listed as a separate agenda item is now included in the easement agreement and will only require one motion.

Ms. Tuft and Mr. Guynn have been meeting with School District 72 regarding their renovation project. Fairview will be expanding the school up to the park boundaries. The property lines overlap each other, and our playground actually encroaches on school district property. There is a small area with musical instruments that will need to be removed. Depending on how the equipment is mounted, the equipment may be moved to another location. A small spinner will be moved a few feet and the tennis courts will be closed for safety reasons as they are too close to the construction area. The construction company will be using the tennis court area for their equipment and has agreed to resurface the courts when the work is completed. One bank of swings and a drinking fountain will be removed. The drinking fountain will be repurposed at another location.

Staff are contemplating removing one tennis court and replacing it with a basketball court because the school will be losing their basketball court due to the building expansion. President Aberman suggested a public hearing regarding the removal of the tennis court and Ms. Tuft agreed. If the basketball court were installed the school will pay for it, including the hoops, color coating, and fencing. The project is expected to be completed by fall 2023.

Commissioner Jaffe moved to approve the easement agreement, including the memo of understanding, with School District 72. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

### **FINAL STATUS OF 2021-2022 DISTRICT AND DIVISION GOALS**

Executive Director Tuft asked if there were any questions on the 2021-2022 District and Division goals. Some goals were discussed by the Board and staff. Ms. Tuft said staff did a good job on completing their goals.

No motion required, for informational purposes only.

### **REVIEW AND APPROVAL OF 2022-2023 DISTRICT AND DIVISION GOALS**

Ms. Tuft asked if there were any questions on the 2022-2023 District and Division goals. The Board reviewed the goals, and several new goals were suggested by Commissioners. All suggested goals will be added.

Vice President Reid moved to approve the 2022-23 Park District goals. Commissioner Desai 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, July 19, 2022, at 7:00 p.m.

### **COMMISSIONER COMMENTS**

Vice President Reid liked the set-up changes at Festival of Cultures with the main stage moved to a new location. It made entering the event much more open. Vice President Reid said the public was commenting at the Information Booth that they liked the set up. Commissioner Oshana loved the main stage. Vice President Reid said the kid's area was a big hit. Ms. Labus said more signage and communication would be done next year.

Commissioner Oshana thanked Mr. Guynn for the memorial bench for her father. Her family is very attached to it, and it is very appreciated. She likes that it faces the monarch waystation. When she sat down on the bench, she saw so many monarchs flying by.

Commissioner Oshana spoke with the residents that live around Terminal Park. They were incredibly happy that people are cleaning the park. Mr. Guynn said the park was adopted by L.L. Bean as part of the adopt-a-park program. L.L. Bean have already been out twice this year and contacted him again about returning in August. Commissioner Oshana said it is making a huge difference.

### **DIRECTOR'S COMMENTS**

Ms. Tuft said Robin Horwitz reached out to the family of Joel Farber, former Park Commissioner, regarding a memorial bench at Devonshire Cultural Center. The family would like to put the bench near Mr. Farber's daughter's memorial tree. The park district will pay a portion of the bench and the family will pay for the balance. Robin sent an email to staff to see if anyone wanted to contribute to the memorial bench to help out the family.

Ms. Tuft asked commissioners how many people will be sitting in the reviewing stand at the 4<sup>th</sup> of July Parade. President Aberman needs five seats, Vice President Reid needs three seats,

and Commissioner Oshana needs three seats. Commissioners Desai and Jaffe will not need any seats.

Ms. Tuft distributed the VIP passes for the Fourth of July parking. Vice President Reid and President Aberman will be in the parade. Commissioner Desai and Commissioner Oshana do not know if they will be riding in the parade and Commissioner Jaffe will not be at the parade. Ms. Tuft said the fireworks show will be twenty-five minutes this year and should be really good!

Ms. Tuft followed up regarding the request of a resident at a recent board meeting regarding Fitness First's hours of operation. After Labor Day, the hours will be increased to Monday through Friday 5:30 a.m. to 9:30 p.m. and Saturday and Sunday 6 a.m. to 8 p.m.

Ms. Tuft saw comments on social media regarding pool hours and beginning July 8 staff decided to extend the hours of operation to 7 p.m. on Fridays at Devonshire Aquatics Center.

The Hot Dogs in the Park for Gross Point Park was cancelled last week due to the extremely hot weather and Ms. Tuft asked the Board if they wanted to reschedule. The date of June 29 was selected.

Mr. Guynn mentioned that there are community gardens at Winnebago Park, Park Services, and the log cabin at the Skokie Heritage Museum. The garden will be open to the public at Winnebago Park and the log cabin at Skokie Heritage Museum. Mr. Guynn said signs will be posted. Commissioner Jaffe suggested getting corporate sponsors.

Ms. Tuft said we are rescuing 50 apple trees from Whole Foods and Parks Supervisor Jim Hallim is going to plant a few and notify the community who will hopefully rescue the trees.

Commissioner Jaffe asked how we were doing with staffing at the pools and summer camp. Ms. Tuft said the biggest challenge is that staff was hired late. They are young and need training. Ms. Labus said camp is going well.

#### **OLD BUSINESS**


There was no old business.

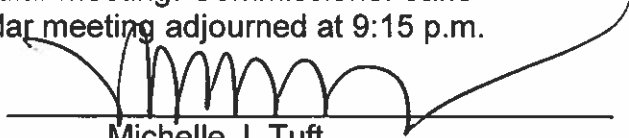
#### **NEW BUSINESS**

Commissioner Oshana spoke with Collective Resource regarding composting at the Talking Farm. Ms. Tuft asked Commissioner Oshane to get her a contact and she put them in touch with the Talking Farm to see if they are interested.

#### **ADJOURNMENT**

Commissioner Desai moved to adjourn the regular meeting. Commissioner Jaffe seconded the motion. Motion carried. The regular meeting adjourned at 9:15 p.m.

  
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Susan Aberman  
President

  
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Michelle J. Tuft  
Secretary

July 19, 2022