

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
NOVEMBER 20, 2018
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Susan Aberman
Vice President Michael Reid
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

Absent:

Commissioner Michael W. Alter

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

Ms. Leonie Deutsch stated that AARP will no longer provide the Silvers Sneakers program as a benefit for seniors effective January 1, 2019. She requested the Board consider another program for discount memberships to Fitness First. She gave the information to Ms. Tuft and Ms. Tuft said she will research the information and discuss with staff.

Mr. Michael Delanois requested the Board consider creating another dog park more centrally located in Skokie. Mr. Delanois suggested using an existing park and fencing an area off for the dogs. Mr. Delanois said dog parks give people an opportunity to form relationships and build community.

CONSENT AGENDA APPROVAL

Vice President Reid moved to approve the Consent Agenda. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of Minutes of the Diversity Advisory Committee Meeting of October 4, 2018, Minutes of the Board Workshop of October 9, 2018, Minutes of the Regular Meeting of October 16, 2018; Minutes of Community Engagement and Outreach Committee Meeting of October 23, 2018; bills payable for the month of October/November 2018; Treasurer's Report; and Staff Reports.

APPROVAL OF 2018 TAX LEVY ORDINANCE #18-013

Treasurer Schmidt requested the approval of the 2018 Tax Levy Ordinance #18-013. Mr. Schmidt said the Ordinance will be filed with the Cook County Tax Extension Office and is the same dollar amount the Board approved in draft form at the October Board Meeting.

Vice President Reid moved to approve the 2018 Tax Levy Ordinance #18-013 in the amount of \$8,083,000. This does not include debt service costs or the loss and cost factor added by the County. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. Commissioner Alter was absent.

REAPPOINTMENT OF MILLER COOPER & Co., LTD. AS DISTRICT AUDITING FIRM

Treasurer Schmidt requested approval of the reappointment of Miller Cooper & Co., Ltd. as the District's auditing firm for a three year period through 2021. The District has had a good working relationship with Miller Cooper & Co., Ltd. over the past eighteen years.

Commissioner Yanes moved to approve the appointment of Miller Cooper & Co., Ltd. as the District's auditing firm for fiscal years 2019, 2020 and 2021. Commissioner Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Alter was absent. Motion carried.

APPROVAL OF DISTRICT FINANCIAL ADVISORS

Treasurer Schmidt requested approval of Speer Financial as the District's financial advisors. At the October Board meeting Mr. Schmidt informed the Board that Ehlers and Associates are closing their Chicago office at the end of the year. The Board authorized Mr. Schmidt to interview prospective financial advisors. Mr. Schmidt met with three firms and Mr. Schmidt is recommending Speer Financial.

Commissioner Khoeun moved to approve the use of Speer Financial as the District's financial advisors. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Alter was absent. Motion carried.

STATUS UPDATE ON DISTRICT WEBSITE DEVELOPMENT

Jim Bottorff, Communications and Marketing Manager presented the new website to the Board. Mr. Bottorff and staff have been working with web designer American Eagle on the new site for over a year. Mr. Bottorff and staff met with the Recreation and Facilities staff recently to train them on populating the web calendar. Mr. Bottorff showed the Board the different functions of the new site including the new language feature. The new website will be very user friendly and should be easier for web registration. Commissioner Yanes said the new website is aesthetically appealing and the layout makes it easier to navigate. The Board thanked Mr. Bottorff for the presentation.

2018 CAMP REPORT AND 2019 CAMP FEE APPROVAL

Assistant Superintendent Marquardt presented the 2018 Camp Report and 2019 Camp Fees for approval. Mr. Marquardt summarized the 2018 camp season. He highlighted some of the 2018 recommendations and camp survey responses and explained the 2019 camp fee proposal. The camp fee increases were discussed. Mr. Marquardt said the main reason for camp fee increases is an increase in wages for staff next year to be competitive with other employers. President Aberman asked about camp online registration issues. Superintendent Tuft responded that the main issue in online registration is the establishment of residency. Once residency has been established in the system the user should not encounter issues

registering for a program or camp. It was suggested to put information on the website regarding the residency requirements to register online prior to camp registration as well as on the lighted sign, Facebook and social media. The feedback from the survey was discussed.

APPROVAL OF FIREWORKS CONTRACT EXTENSION

Superintendent Tuft requested approval of the fireworks contract renewal with Melrose Pyrotechnics for the Fourth of July fireworks shows. The contract would extend through the 2021 fireworks show. Ms. Tuft said the cost of the show is \$25,000. Staff has been satisfied with the performance and onsite support of Melrose Pyrotechnics in past years.

Commissioner Khoeun moved to approve extension of the contract for Fourth of July fireworks with Melrose Pyrotechnics at a cost of \$25,000 per year for three years (2019, 2020, and 2021). Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Alter was absent. Motion carried.

APPROVAL OF CREDENTIALS FOR THE IAPD ANNUAL MEETING

Executive Director Ohrlund said the delegate and alternates for the annual IAPD meeting in Chicago on Saturday, January 16, 2019 need to be approved.

Vice President Reid moved to approve Vice President Reid as the Skokie Park District delegate, President Aberman as 1st alternate and Commissioner Khoeun as the 2nd alternate to the IAPD annual business meeting on January 26, 2019. Commissioner Yanes seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Alter was absent. Motion carried.

COMPREHENSIVE PLAN PROPOSAL

Executive Director Ohrlund discussed the need to update the 2014-2019 Comprehensive Plan within the next year. The Board discussed the scope and schedule for the next Comprehensive Plan. The Board will return to this topic at a workshop or Board Meeting early in 2019.

FITNESS FIRST SURVEY RESULTS

Superintendent Tuft presented the results of the Fitness First Survey. Some of the comments in the survey were: adding more yoga classes, longer hours on the weekend, and customer service.

Ms. Tuft addressed the comments regarding customer service. Ms. Tuft said the Weber staff will have a team training in December and in June all seasonal and part time staff will receive a special customer service training.

Commissioner Yanes asked if an additional clothing hook could be installed in the lockers at Fitness First.

Some of the results regarding the question to install a stretching apparatus or ballet bar were as follows:

- No opinion (60%)
- Do not add another stretching component (18%)
- Add a ballet bar (12%)
- Add a stretching cage (9%)

Commissioner Yanes said it should be a staff decision on whether to install a stretching cage or ballet bar. Ms. Tuft said the survey results indicated installing a ballet bar would be the better option.

Commissioner Khoeun said that the survey was helpful and gave good input and insight. She would like to continue surveys in the future.

APPROVAL OF CHANGE ORDER #1 FOR POOL REPAIRS

Superintendent Rea requested approval of Change Order #1 for pool repairs at Skokie Water Playground. Mr. Rea explained the configuration and layout issue related to coping stone placement. The cost is \$9,350.00

Commissioner Yanes moved to approve Change Order #1 with Rimflow Inc. for \$9,350.00 Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Alter was absent. Motion carried.

PRESIDENT'S REPORT

The regular meeting of the Board of Park Commissioners will be held on Tuesday, December 18, 2018 at 7:00 p.m.

COMMISSIONER COMMENTS

President Aberman complimented Superintendent Rea on the condition of the cricket field turf at Sports Park East and to staff for holding annual post-season meetings with affiliate organizations.

President Aberman saw the Pippin performance at Devonshire Cultural Center and said the play was interactive and fun and the singing was extremely good.

Vice President Reid said he received a letter from Peter Murphy nominating him to the IAPD Board. The term is for 2 years.

The Diversity Advisory Committee Meeting will be held on Tuesday, November 27, 2018 at 6:30 p.m. at the Oakton Community Center.

ADJOURNMENT

Commissioner Yanes moved to adjourn the regular meeting. Commissioner Khoeun seconded the motion. All Commissioners voted aye. Motion carried. The regular meeting adjourned at 9:45 p.m.

Susan Aberman
President

John V. Ohrlund
Secretary