

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
SEPTEMBER 14, 2021
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 Corrie Guynn
Superintendent of Recreation Breanne Labus
Superintendent of Facilities Jon Marquardt
Executive Administrative Assistant Ann Perez
Director of Communications and Marketing Jim Bottorff

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.

PUBLIC HEARING ON THE BOND ISSUE NOTIFICATION ACT

President Aberman called the Public Hearing to order on the Bond Issue Notification Act (BINA) at 7:00p.m. Treasurer Schmidt said the BINA hearing is for proposed \$2,960,000 General Alternate Bond sale Series 2021B. President Aberman asked for any comments regarding the General Alternate Bond Sale 2021. Commissioner Jaffe asked what amount was to refinance debt. Mr. Schmidt responded \$2,300,000. There will be a difference of approximately \$500,000 to use for capital projects. There were no comments from citizens. With no other comments or questions President Aberman closed the Public Hearing at 7:02 p.m.

COMMENTS FROM CITIZENS

There were no citizen comments.

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 Public Hearing for Central Park Improvements of August 11, 2021; Regular Meeting of August 17, 2021; bills payable for the month of August/September 2021, Treasurer's Report, and Staff Reports.

APPROVAL OF SKOKIE SPORTS PARK LED LIGHTING PROJECT

Superintendent Guynn requested approval of the Skokie Sports Park LED Lighting project. Four bids were received for the project with the low bid from Twin Supplies Ltd. in the amount

of \$60,883. The district has used Twin Supplies Ltd. for other LED projects including sports lighting at Terminal Park. Currently the project is budgeted for \$35,000. To offset the \$25,000 over the budgeted amount, the LED lighting planned for Laramie Park baseball field will be scheduled and budgeted for the next fiscal year. There was discussion on the project and the usage of the lighting. Ms. Tuft said in 2020 Skokie Sports Park was open more hours over the winter because golf was something people could do during COVID-19 restrictions. Commissioner Jaffe had some questions regarding the return on the investment for the project. Mr. Guynn will get the information from the manufacturer and send to Commissioner Jaffe and the rest of the board.

Commissioner Oshana asked if a change order was budgeted for the project. Mr. Guynn said no, he did not anticipate one, but one can never know for sure.

Commissioner Desai moved to accept the bid from Twin Supplies Ltd. of Oak Brook for the Sports park LED Sports Lighting Project in the amount of \$60,883. Commissioner Oshana 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, October 19, 2021, at 7:00 p.m. Commissioner Desai will not be able to attend.

COMMISSIONER COMMENTS

President Reid said Backlot Bash was great but not as busy as previous years. Ms. Tuft said that Treasurer Schmidt sent out the Backlot Bash revenue information to staff and it was the fourth year highest since the event started. Ms. Tuft said the Backlot Bash is a community event and as such the district aims to break even and cover expenses as much as possible. Commissioner Jaffe said there was a lot of sponsorship. President Reid said beer sales were down and the extremely hot weather on Saturday and Sunday kept people away during the day.

Vice President Reid and President Aberman attended the Little Women performance at Skokie Heritage Museum. Over 300 people attended the performance.

Commissioner Oshana said the Backlot 5K Dash was excellent. She appreciated the residents who had sprinklers out that morning. There were several parents with kids and strollers participating in the event. Superintendent Labus said 314 adults and 51 children participated.

DIRECTOR COMMENTS

Ms. Tuft asked the Board to select a date for the Seneca Park Public Hearing. The date of October 27, 2021, at 6:00 p.m. was selected. Ms. Tuft will check availability at Devonshire Cultural Center and will let the board know. If Devonshire is not available another location will be secured.

Ms. Tuft gave an update on the Metropolitan Water Reclamation District (MWRD) property. She distributed copies of a map showing MWRD properties that extend from Howard Street, north to Oakton Street. Two of the properties are available now and the park district can indicate to MWRD that there is interest in them. The two most northern properties are currently leased to an asphalt company with the lease expiring in 2024. It is anticipated that MWRD will not renew the lease and the park district will be offered that property.

Ms. Tuft would like to reach out to MWRD and see if the district can acquire the two open properties now but hold off on development planning until the other properties become available. Discussion followed on ideas for development of the land from dirt bike trail, ropes course, paintball course, and farm. Ms. Tuft will schedule a meeting with the MWRD and will also discuss Sports Park East.

Ms. Tuft said the Village of Skokie would like to present a plaque to the park district staff that assisted at the vaccination clinic at their board meeting on September 22. Since some staff and Commissioners will be out of town attending the NRPA Conference in Nashville she asked if anyone would like to represent the district and accept the plaque. Commissioner Jaffe and Jim Bottorff offered to attend the meeting.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Commissioner Jaffe asked when financial updates will be presented to the Board. Treasurer Schmidt said he will have a report at the November board meeting. He explained that it is difficult to prepare a report that accurately reflects the summer months until expenses are paid at the completion of summer camps and summer programming. Commissioner Jaffe asked what the Board should focus on when reviewing the Vouchers Payable Report. Treasurer Schmidt responded that he should look for larger items and should reach out to Ms. Tuft or himself if there are questions. Mr. Schmidt also explained the budget process in detail, which will happen in March 2022.

Commissioner Aberman asked if we hired enough staff for the S.P.A.C.E. positions. Ms. Tuft said we are getting there. Ms. Tuft stated that pay rates had to be increased to attract applicants and next year there will be a significant increase in the projected payroll costs.

EXECUTIVE SESSION

Vice President Reid moved to enter Executive Session for the purpose of: Discussion of minutes of meetings lawfully closed under the Open Meetings Act, approval by the body of the minutes and the semi-annual review of the minutes as mandated by Section 2.06. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

The regular meeting reconvened at 8:04 p.m.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

Vice President Reid moved to approve the Executive Session Minutes of May 18, 2021, June 1, 2021, and June 3, 2021. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Following review of Executive Session meeting minutes dating to January 2004, Vice President Reid moved to release the minutes from March 16, 2021, May 18, 2021, June 1, 2021, and June 3, 2021, and to have those remaining minutes not previously released remain closed because the need for confidentiality still exists as to all or part of the minutes. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

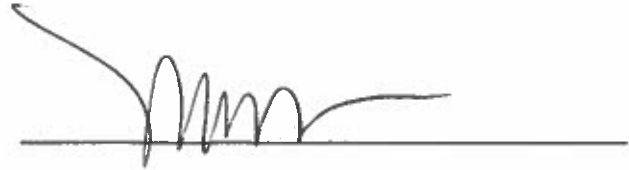
Commissioner Oshana moved to approve Ordinance #21-006 authorizing the destruction of verbatim recordings for the closed session meeting of October 7, 2019, and October 29, 2019. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

ADJOURNMENT

Commissioner Oshana moved to adjourn the regular meeting. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting adjourned at 8:05 p.m.



Susan Aberman
President



Michelle J. Tuft
Secretary

October 19, 2021