

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
JUNE 18, 2024
6:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present: Vice President Ezra Jaffe
Commissioner Antonia Kasalo-Terihaj
Commissioner Courtney Williams

Absent: President Susan Aberman
Commissioner Mike Reid

Others Present: Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Parks, Planning & Facilities Corrie Guynn
Superintendent of Recreation Breanne Labus
Assistant Superintendent of Recreation Mary Amato
Executive Administrative Assistant Ann Perez

CALL TO ORDER

Vice President Jaffe called the regular meeting of the Board of Park Commissioners to order at 7:00p.m. Vice President Jaffe called for the recitation of the Pledge of Allegiance.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Kasalo-Terihaj moved to approve the Consent Agenda. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried. The Consent Agenda consisted of the minutes of the Regular Meeting of May 21, 2024, minutes of the Annual Meeting of May 21, 2024; bills payable for the month of May/June 2024, Treasurer's Report, and Staff Reports.

APPROVAL OF CHANGE ORDER #1 FOR PARK SERVICES CONCRETE PROJECT

Superintendent Guynn requested approval of Change Order #1 for the Park Service's concrete project. After demolition of the asphalt parking lot, it was determined that there was a much thinner layer of stone subbase than thought. Several additional inches of topsoil had to be removed and replaced and additional stone had to be added. The additional cost is \$47,750 which brings the cost of the project to \$164,700. The project was budgeted at \$185,000.

Commissioner Williams moved to approve Change Order #1 from Troch-McNeil Paving for \$47,750 for the Park Service's Concrete Project. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioner vote aye. President Aberman and Commissioner Reid were absent. Motion carried.

APPROVAL OF CHANGE ORDER #1 FOR SPORTS PARK WALL PANELS

Mr. Guynn requested approval of Change Order #1 for Sports Park wall panels. Mr. Guynn said the type of wall panel material was changed, which reduced the cost by \$10,000 from the original contract price.

Commissioner Williams moved to approve Change Order #1 from Thatcher Oaks for a deduction of \$10,000 for the Skokie Park wall panel project. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried.

APPROVAL OF CHANGE ORDER #3 FOR OAKTON PICKLEBALL COURTS

Mr. Guynn requested approval of Change Order #3 for the Oakton pickleball courts. The change is a Metropolitan Water Reclamation District requirement requiring a restrictor. The restrictor plate will slow the water shed into the stormwater system. This project will be done when the pool closes in the fall.

Commissioner Kasalo-Terihaj moved to approve Change Order #3 from Obsidian Asphalt for \$15,620 for the Oakton Park Pickleball Courts. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried.

APPROVAL OF THE NATURAL GAS CONTRACT

The district has a contract for natural gas with MidAmerican Energy that ends September 30, 2024. MidAmerican Energy is no longer in the fixed contract rate business, so quotes have been obtained for the purchase of fixed gas prices and have selected IGS Energy. The current rate with MidAmerican is \$0.665 and the new rate with IGS Energy will be \$0.432.

Mr. Schmidt said the new contract will cover all eleven facilities. MidAmerican Energy only covered five (Weber/Skatium, Oakton, Devonshire, Skokie Water Playground and Tot Learning Center).

Commissioner Williams moved to approve an eighteen-month purchase contract for natural supply and delivery with IGS Energy beginning June 2025 through October 2026 for all eleven facilities of the Skokie Park District at a fixed rate cost of \$0.432/therm. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried.

**APPROVAL OF RESOLUTION #24-003 FOR THE BOB W. RUHE
SCHOLARSHIP FUND**

Mr. Schmidt requested approval of Resolution #24-003 for the Bob W. Ruhe Scholarship Fund. Mr. Schmidt said the scholarship fund will be established to help families with financial hardships when paying for park district camps and programs. The district attorney provided the resolution for approval.

Vice President Jaffe asked how the money would be distributed, and Ms. Tuft said staff is still working on how the money will be awarded. The specifics will be shared with the board by the August board meeting.

Commissioner Kasalo-Terihaj moved to approve Resolution #24-004 approving the creation of the Robert W. Ruhe Scholarship Fund. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried.

APPROVAL OF THE NEW FINANCIAL SOFTWARE

Mr. Schmidt requested approval of a new financial software system. The district uses Municipal Software Incorporated (MSI), but the system is outdated, and Skokie is one of the few park districts that still use them. MSI has not upgraded the system or made improvements to make it more user friendly.

Mr. Schmidt received quotes for a new system from Tyler Technologies and BS & A Software. References were checked with other park districts using Tyler Technologies, and they provided positive recommendations. The changeover will not begin until fall, after the busy summer season. Vice President Jaffe asked how many months will overlap and Mr. Schmidt said the district would pay overlapping fees for two to three months, until staff are comfortable with making the transition.

Commissioner Williams moved to approve the purchase of a new financial software package from Tyler Technologies at a one-time start-up cost of \$45,770. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried.

FINAL STATUS OF 2023-2024 DISTRICT AND DIVISION GOALS

Every year the district's goals are reviewed by the commissioners at the June board meeting. Goals from 2023-34 were reviewed.

Commissioner Williams was impressed that so many goals were completed.

Vice President Jaffe asked about the IT consultant. Ms. Tuft explained that a consultant was hired to update the district's infrastructure and to assist with selecting a new IT Director. Interviews were conducted but none of the candidates were selected. The consultant continues to work approximately two days a week and will do so until a decision is made to hire an IT Director.

Commissioner Williams had a question about the Oakton pickleball courts reservation system. Ms. Labus said the Athletics Supervisor is looking into reservation systems and evaluating them. Staff are monitoring the courts over the summer and will make a decision regarding a reservation system in the fall.

No motion required, for informational purposes only.

REVIEW AND APPROVAL OF 2024-2025 DISTRICT AND DIVISION GOALS

Ms. Tuft requested the review and approval of the 2024-2025 District and Division Goals. Commissioners Kasalo-Terihaj and Williams had questions and Ms. Tuft explained the goals in more detail.

Commissioner Williams moved to approve the 2024-2025 park district goals. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, July 16, 2024, at 6:00 p.m.

COMMISSIONER'S COMMENTS

Commissioner Williams said there was an abundance of trash at the Oakton playground and had a video of it. Ms. Tuft said camp staff need to keep an eye on it and Ms. Labus said it was on the agenda for the staff meeting on Thursday.

Commissioner Williams said pickleball at the Oakton courts is going well. She suggested posting the rack-up rules on the interior of the courts, as well as the exterior, and replacing the three smaller racks with one large rack.

Vice President Jaffe thanked Mr. Guynn for turning the benches around at Central Park. Mr. Guynn said someone is unbolting the benches and turning them. The bolts will be replaced and locked in place.

DIRECTORS COMMENTS

Ms. Tuft discussed the letter sent to the Commissioners regarding renaming Emily Oaks Nature Center. There was discussion and it was decided that the board will not be renaming Emily Oaks Nature Center.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ADJOURNMENT OF THE REGULAR MEETING

Commissioner Kasalo-Terihaj moved to adjourn the regular meeting. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. President Aberman and Commissioner Reid were absent. Motion carried. The regular meeting adjourned at 7:08 p.m.



Ezra Jaffe
Vice President



Michelle J. Tuft
Secretary

July 16, 2024