

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
APRIL 16, 2024
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present: President Mike Reid
Commissioner Susan Aberman
Commissioner Ezra Jaffe
Commissioner Antonia Kasalo-Terihaj
Commissioner Courtney Williams

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
Marketing and Communications Director Jim Bottorff
Human Resources Director Stephenie Gualano
Executive Administrative Assistant Ann Perez

CALL TO ORDER

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

SWEARING IN OF NEW BOARD MEMBERS

Ms. Tuft explained that Vice President Desai resigned, opening two positions on the board. Ms. Tuft did the swearing in of the two new board members: Courtney Williams and Antonia Kasalo-Terihaj. After swearing in, the new Commissioners introduced their friends and families in attendance.

Ms. Tuft asked staff to introduce themselves to the new Commissioners and to highlight their job duties.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Jaffe moved to approve the Consent Agenda. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of the minutes of the Special Meeting of March 12, 2024, minutes of the Special Meeting of March 18, 2024, minutes of the Regular Board Meeting of March 19, 2024, minutes of the Special Board Meeting of March 20, 2024; minutes of the Special Meeting of March 28, 2024, minutes of the Special Meeting of

April 2, 2024; bills payable for the month of March/April 2024, Treasurer's Report, and Staff Reports.

APPROVAL OF PARK SERVICES CONCRETE BID

Mr. Guynn requested the approval of the Park Service's concrete bid. The existing asphalt surfacing in the material yard located across the street from the main park services building will be replaced with concrete. The lowest bidder was Troch-McNeil for a cost of \$117,000.

Commissioner Jaffe moved to approve the bid of Troch-McNeil for \$117,000 for the Park Service's concrete bid. Commissioner Aberman seconded the motion. On a roll call vote, all Commissioner voted aye. Motion carried.

APPROVAL OF SPORTS PARK IRRIGATION REPLACEMENT BID

Mr. Guynn requested approval of the Sports Park Irrigation Replacement bid. The irrigation was installed in 1998 and needs to be replaced. There is also an issue with the Backflow RPZ and pump as they were not installed correctly and have been repaired several times over the years. The site drains poorly because there is a clay cap underneath the turf.

Commissioner Jaffe asked when the MWRD lease expires at Skokie Sports Park East. Ms. Tuft said the district is currently working to renew all MWRD leases for fifty years. The leases will be executed before work begins at Skokie Sports Park East. The leases include Skokie Sports Park/Skokie Sports Park East, Hamlin Park, and Channelside Park which includes Dammrich Rowing Center, Pooch Park, and soccer fields. The district's attorney is reviewing the lease.

MWRD also owns property along the east side of the channel, between Oakton Street and Howard Street that the district may lease in the future. An asphalt company currently leases the north portion of the property and there are also unoccupied parcels that run from the Skokie Swift tracks to Howard Street.

Commissioner Aberman moved to approve the bid of Halloren and Yauch for \$128,800 for the Skokie Sports Park irrigation replacement project. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF CHANGE ORDER #1 FOR TOT LEARNING CENTER AND PAWNEE PLAYGROUND INSTALLATION

Mr. Guynn requested approval of Change Order #1 for the Tot Learning Center and Pawnee Park Playground installation. Mr. Guynn said the shade structure at TLC was relocated and the change order is for the installation of the post and concrete footing. The original cost was \$47,500 and with the \$400 change order the new cost is \$47,900.

Commissioner Williams moved to approve Change Order #1 from Hacienda for \$400 for the Tot Learning Center/Pawnee Park playground installation. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF UTILITY CART PURCHASES

Mr. Guynn requested approval to purchase three utility carts. Two carts will be used at Skokie Sports Park and one at the Weber Park Golf Course. The carts being replaced were purchased in 2006, 2010 and 2012. The new carts are more heavy duty in order to complete bigger projects. The purchases were budgeted for \$47,000 and the cost through the Sourcewell joint purchase program is \$44,817.18. The old carts will be sold at auction.

Commissioner Aberman moved to approve the purchase of three utility carts from Reinders for \$44,817.18 through the Sourcewell joint purchase program. Commissioner Jaffe 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, May 21, 2024, at 7:00 p.m. The annual meeting is held at the same time. Ms. Tuft explained that the annual meeting is when the board officers are elected, and chairpersons are assigned their committees.

COMMISSIONER COMMENTS

Commissioner Aberman gave kudos to the Egg Hunt with 500 people attending. She saw there was an increase in registration of over 500 people at Fitness First. She thought the staff board reports were really good this month. She was impressed and thanked the staff for the information.

Commissioner Jaffe said the Passover Matza Bake event at Devonshire Center was terrific with 40 people attending.

Commissioner Jaffe had difficulty locating a skating program online. He does not want old program guides online. Mr. Bottorff said there are probably eight years of program guides on the website. Ms. Tuft and Mr. Bottorff will discuss. Ms. Tuft also explained that the program guides are easy to find on the Skokie Park District website.

Commissioner Jaffe asked when the pickleball courts will be opening at Oakton Park. Mr. Guynn said the pavement temperature needs to be at least 65 degrees to apply the color coating and it has not been warm enough. Color coating also needs to be completed at Schack Park. Both contractors are ready to go when the weather permits.

Commissioner Kasalo-Terihaj said she was excited to be at the meeting and to work with all of the Commissioners.

DIRECTOR'S COMMENTS

Ms. Tuft said she will continue to email information to the new Commissioners. She explained that when three Commissioners are together and discuss park district business it is considered a meeting, and if not advertised it is an illegal meeting. Ms.

Tuft explained executive sessions. Only specific issues can be discussed in an executive session such as real estate sales and personnel issues.

Ms. Tuft may have the district attorney come to a meeting to meet everyone.

New Commissioner orientations will be scheduled as soon as the board orientation manual is digitized. The orientation sessions can be done in-person or on Zoom. If the new Commissioners have any questions, they can call or email President Reid or Ms. Tuft.

iPads have been ordered for the new Commissioners and should be available at the May meeting. A printed copy of the board report can also be provided. Contact Ann Perez and she will be happy to make one for you.

Park district emails were set up for the new Commissioners. Ms. Tuft has access to the Commissioner's emails; they are not private.

Ms. Tuft said she can schedule a tour of the facilities and parks if the new Commissioners have any interest.

Commissioner Aberman asked if the new Commissioners need to complete an Economic Interest Statement and Ms. Gualano said they will not need to do it until next year. Ms. Tuft said she will double check.

Commissioner Jaffe asked for an updated list of the Commissioners. Ann will put a new list together and get that out to everyone.

Ms. Tuft read former Vice President Desai's resignation letter to the board and attendees. Commissioner Desai was appointed as the Skokie Village Clerk on Monday. She will be missed.

OLD BUSINESS

There was no old business.

NEW BUSINESS

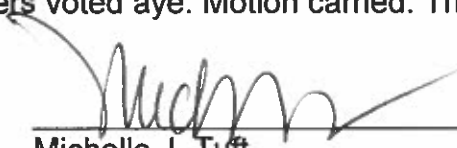
There was no new business.

ADJOURNMENT

Commissioner Jaffe moved to adjourn the regular meeting. Commissioner Aberman seconded the motion. All Commissioners voted aye. Motion carried. The regular meeting adjourned at 5:38 p.m.



Mike Reid
President



Michelle J. Tuft
Secretary

May 21, 2024