

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
NOVEMBER 15, 2022
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Susan Aberman
Vice President Michael Reid
Commissioner Ezra Jaffe

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Facilities Jon Marquardt
Superintendent of Parks and Planning Corrie Guynn
Superintendent of Recreation Breanne Labus
Marketing and Communications Director Jim Bottorff
Risk Management and Special Facilities Manager Scott Runkle
Director of Information Technology David Hunt
Executive Administrative Assistant Ann Perez
Active Adult Coordinator Janeen Gorelick
Customer Service Representative Angela Sanchez

Remote Attendance:

Commissioner Minal Desai

Absent:

Commissioner Mary Oshana

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.

President Aberman asked Commissioner Desai to confirm that her audio is working properly acknowledging that she could hear all board members. Commissioner Desai responded yes. President Aberman asked all board members if they could hear Commissioner Desai, and all responded yes.

STAFF RECOGNITION

President Aberman said the Board wanted to start recognizing staff with a Shout Out when they were complimented and recognized by residents. President Aberman read an email that was received from a son of a senior couple that complimented Janeen Gorelick and Angela Sanchez for the active adult program that his parents have been participating in for over twenty years. His parents find a great source of enjoyment from the activities and trips. President Aberman said the Board was proud to recognize staff and presented them each with a gift and took a photo with them.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Jaffe moved to approve the Consent Agenda. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Oshana was absent. Motion carried. The Consent Agenda consisted of the minutes of the regular meeting of October 20, 2022; bills payable for the month October/November 2022, Treasurer's Report, and Staff Reports.

CASH FLOW ANALYSIS

Treasurer Schmidt said President Aberman was told by Senator Laura Fine that the park district would be receiving the \$1.4 million Skatium grant money in the next week or so. He also said that the property tax bills are now available online, will be sent out at the end of the month, and are due on December 30. Treasurer Schmidt said this is good news for the district.

Mr. Schmidt said the district is in a decent financial position. A bond payment is due on December 1, but after the payment the district will still have a healthy balance. Vice President Reid said this is much better than we had hoped for. Mr. Schmidt said the district has brought in more revenue and expenses were not as much as anticipated. Commissioner Jaffe feels the district is in a better position and is comfortable with the analysis.

No motion needed, informational purposes only.

ORDINANCE #22-009 AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$2,000,000 TAX ANTICIPATION WARRANTS, SERIES 2022 OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt explained that the Ordinance authorizing the issuance of not to exceed \$2,000,000 in tax anticipation warrants gives the treasurer the authority to proceed with tax warrants if needed. If the Board does not approve the ordinance tonight and if funds were needed, a special board meeting would need to be held in order to proceed with the ordinance. Vice President Reid feels good with the budget right now. Commissioners Desai, Jaffe, and President Aberman agreed with Vice President Reid. President Aberman tabled the ordinance at this time.

APPROVAL OF THE 2022 TAX LEVY ORDINANCE #22-010

Treasurer Schmidt said the district finally received the 2021 levy notice. Mr. Schmidt spoke with the district attorney who advised the district to keep the tax resolution approved last month as it is an estimate. Mr. Schmidt recommended the district use the new levy amount as a base and add 5%. Commissioner Jaffe agreed. Mr. Schmidt said the EAV for the district went down 7.5% primarily because the multiplier went down 7.63%.

Vice President Reid moved to approve the 2022 Tax Levy Ordinance #22-010 in the amount of \$8,792,000. This does not include debt service costs, or the loss and cost factor added by the County. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Oshana was absent. Motion carried.

2022 CAMP REPORT AND 2023 CAMP FEES APPROVAL

Superintendent Labus presented a summary and highlights of the 2022 camp season as well as staff recommendations for 2023. She highlighted camp registration plans, elimination of the at-home bus transportation, camp statistics, enrollment highlights, proposed camp fee, and the parent survey trends.

Ms. Labus said in 2023 the Queue-It system will be utilized again. Commissioner Jaffe asked if there was a way to test the system before camp registration and the IT Director David Hunt said it would not be an easy thing to do. President Aberman said camp registration is a difficult process.

Commissioner Desai asked if the district could host a live chat and Ms. Labus said staff is contemplating this but doesn't believe it will work at this time.

Commissioner Jaffe asked if eliminating the busing would be an issue for the community. Ms. Labus said most campers utilizing bus service are older and are using the bus as a convenience, not a necessity. Campers can enroll in extended care and be bussed to their camp location. Only 19 families used the bus and the district lost \$6,200.

President Aberman asked about fee assistance and wanted to know how much funding was received from the Niles Township. Ms. Labus did not have that figure but will provide it to the board.

Commissioner Jaffe asked about the residency and demographics of camp staff. Ms. Tuft said we do not track demographics, but she can provide residency statistics. She believes most of the staff are Skokie residents.

Ms. Labus is proposing a 0-5% increase for most camps.

Ms. Labus said communication will be done through a new app, MyCamp which will text parents when there are location changes due to weather conditions, any changes to field trips, and provide better communication with camp staff.

Vice President Reid moved to approve the 2023 camp fees as proposed. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Oshana was absent. Motion carried.

2022 POOL REPORT AND 2023 POOL FEES APPROVAL

Risk Management and Special Facilities Manager Scott Runkle presented a review of the pool season highlighting attendance, birthday parties and rentals, staffing, programming, rescues, and fee recommendations for 2023.

Pool pass sales were up 17% from 2019, the last typical season prior to COVID. Birthday parties and rentals doubled from 2021. The dive in movie, "Big" was sold out with 125 tickets sold.

Staff were inexperienced and manager positions were difficult to fill. Next year wages will increase, and social media will be used to target new hires. Job fairs will continue as well. Commissioner Desai suggested referral incentives. Most of the staff were Skokie residents.

Mr. Runkle said daily fees for Skokie Water Playground will remain the same except for non-residents which will increase by one dollar. Birthday party and private party rentals will see an increase as well.

Commissioner Jaffe moved to approve the 2023 pool hours and fees as proposed. Commissioner Desai seconded the motion, On a roll call vote, all Commissioners voted aye. Commissioner Oshana was absent. Motion carried.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners was changed to Monday, December 19, 2022, at 7:00 p.m.

COMMISSIONER COMMENTS

There were no Commissioner comments

DIRECTOR'S COMMENTS

Ms. Tuft asked Commissioners Desai and Jaffe if they planned on attending the 2023 IPRA conference.

Superintendent Guynn mentioned that the Park District won the Parks and Rec Trek Steps Challenge and will be having a get together on Thursday, November 17 at Hangar Two located in Glenview. Over 300 people participated in the steps challenge. A team picture will be taken, and the food collection will be dropped off at the Niles Food Pantry.

OLD BUSINESS

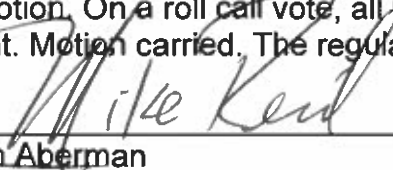
Commissioner Jaffe asked about the status of the Skatium. Ms. Tuft said Com Ed looked at the voltage coming into the building and did not find low voltage. Commissioner Jaffe asked if the ammonia alerts were fixed. Ms. Tuft explained that a loose gasket was tightened down and the sensor level was adjusted. Ther haven't been any alarms since. The contractor is still working through that issue. Commissioner Jaffe asked about the status of the insurance claim. Mr. Marquardt said the adjustor was out and they are still working through it.

NEW BUSINESS

There was no new business.

ADJOURNMENT

Commissioner Jaffe moved to adjourn the regular meeting. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Oshana was absent. Motion carried. The regular meeting adjourned at 8:44 p.m.



Susan Aberman
President



Michelle J. Tuft
Secretary

December 19, 2022