

APPROVED

THE MONTHLY MEETING OF THE RIDGEVILLE PARK DISTRICT BOARD OF COMMISSIONERS WAS HELD ON NOVEMBER 15, 2018 IN THE RIDGEVILLE PARK DISTRICT COMMUNITY HOUSE, LOCATED AT 908 SEWARD STREET, EVANSTON, ILLINOIS.

Commissioners Present: Debby Braun, Ann Covode (President), Dan Coyne, Pat McCourt
Commissioners Absent: Rob Bady (Vice President)

Also Present: Gerald Gibbs (Treasurer), Julie Larson (Minute Taker), Brian Rosinski (Director of Parks and Recreation), Natalie Sallee (Program Director), Charles Valente (Attorney)
Citizens: Darren Boundy, Martha Gaines, Ann Johnson, Mustafa Mohammad, Mike Xenakis, Jean Zuiker

President Ann Covode called the meeting to order at 7:30pm.

Citizen Comment Part 1:

There were no comments at this time.

New Business:

ComEd's Easement Request for Kamen Park West: Brian Rosinski introduced Mike Xenakis, Mustafa Mohammad, and Darren Boundy, representatives from ComEd. Mike explained to the Board that ComEd is requesting an easement to put in a switchgear box in Kamen Park West. The proposed box will help lower the instances of power shortages in that area, increase the amount of available capacity to the area, and will help provide easy access for repairs; the dimensions of the box will be 6x6 feet and 5 feet tall. The area around the box (the "easement") is a necessary space that must be kept free from other objects/trees so that service workers can open and access the box with ease. The easement will remain grass. Mike explained that the proposed location of the switchgear box would be on Asbury Avenue, between Oakton Street and South Boulevard, just east of a manhole cover, and he provided some visual handouts. Mike noted that ComEd met with some Ridgeville staff and Board members last week, and a question posed at that time was if the box's location could be moved to the other side of Asbury. The question was given to the ComEd design/engineering professionals and they explained that there are currently underground sewage/gas lines which would interfere; and, therefore, the near-northern end of the RPD property near the sidewalk is the only location that is feasible for ComEd at this time. They offered RPD up to \$20,000 to compensate for the box's installment. Ann Covode asked about the necessary clearance around the box and Mike responded that the easement is required for repair work as ComEd workers need the clearance for their safety when servicing the box. However, ComEd is willing to explore the idea of shrubbery about the box on sides that do not open for beautification purposes. Pat McCourt asked about the

necessity of its location near the sidewalk and also advocated for the neighbor nearby who would have the box near his driveway. Mike responded that the box would sit about 3-5 ft from the sidewalk and 10 feet from the street. There was some conversation about moving the box further east (away from the sidewalk and into the park) and that is a possibility. Mike clarified that if the Board decides “no” to this proposal, then ComEd would need to look into a new overhead pole line, which would not require RPD’s approval. The long term goal for ComEd is to do more underground work instead of overhead since it is less obtrusive and more efficient. If approved, the permit could be obtained within 2 weeks from the City of Evanston and then construction could begin. The Board thanked the representatives for their presentation and conversation and agreed to discuss the issue later in the meeting and notify them of a decision.

Approval of Minutes:

Motion #1: Pat McCourt moved to approve the minutes from the October 11, 2018 Board meeting. Debby Braun seconded the motion. The motion passed unanimously.

Approval of Bills:

Brian Rosinski distributed and discussed the documents entitled “Ridgeville Park District- Corporate Monthly Bills Report- Summary November 15, 2018” and “Ridgeville Park District- Corporate Account Monthly Bills DETAILS Report November 15, 2018.” Brian noted, among other items: Kamen one-year payment for drinking fountain and garage, refunds, new letterhead, and carpet cleaning.

Motion #2: Dan Coyne moved to approve payment of November 2018 bills in the amount of \$23,465.63. Pat McCourt seconded the motion. The motion passed unanimously.

Approval of Petty Cash Expenditures:

Brian Rosinski distributed and discussed the documents entitled “Ridgeville Park District Monthly Report PETTY CASH #6417 November 14, 2018” and “Ridgeville Park District Monthly Report PETTY CASH November 14, 2018.” Brian noted, among other items: African dance, Kamen exit door, video/audio equipment, woodchips, stone around Kamen, lights, soccer pizza parties, and Anna’s plaque. He also noted that Ann Covode had pre-approved an increase in petty cash this month.

Motion #3: Dan Coyne moved to approve payment of November 2018 petty cash expenditures in the amount of \$2,435.57. Pat McCourt seconded the motion. The motion passed unanimously.

Monthly Update offered by Brian Rosinski, Director of Parks and Recreation:

- Brian noted a meeting on October 25th with Ann Covode, Pat McCourt, Ruben Sierra, and ComEd staff to discuss the easement and switchgear box proposal discussed earlier in tonight’s meeting. Brian had flyer’d the neighborhood with a notice of the discussion tonight, inviting citizens to attend.

- Brian requested an increase in petty cash for the month of November since there were many needs; there was discussion about increasing the monthly allotment of petty cash to \$2,500 per month going forward.
- The Halloween Happening was a success on October 25th
- Work has been done on the Art Studio garage and it has been prepared for the new drop ceiling and tile floor, both going in in December
- We will need to schedule a date to meet with our neighbors to discuss Leider Park updates with the Parkreation representative. 11/27 or 11/28 were discussed as possibilities. We will flyer the neighborhood and meet at either Little Beans or Kamen Fieldhouse.

Financial Update offered by Gerry Gibbs, Treasurer:

Gerry Gibbs distributed and discussed the following documents:

1. "Ridgeville Park District Board Meeting Treasurer's Report (prepared by Gerry Gibbs) November 15, 2018,"
2. "Ridgeville Park District: APPROPRIATIONS LEDGER SUMMARY FY18/19, 10/31/2018,"
3. "Ridgeville Park District: APPROPRIATIONS LEDGER FY18/19, 10/31/2018,"
4. "Ridgeville Park District Fiscal Year 2018-2019 Statement of Revenue and Appropriations as of 10/31/2018,"
5. "Ridgeville Park District Balance Sheet- Fiscal Year 2018-2019 as of 10/31/2018," and
6. "RPD: Outstanding/Unresolved Items From 07/01/2018 to 10/31/2018."

Gerry offered the following motions:

Motion #4: Dan Coyne moved to approve the reclassification of \$127.37 for Adobe from Petty Cash Bills to General/Corporate Bills, adjusting the corresponding approved report totals for October 2018 accordingly. Pat McCourt seconded the motion. The motion passed unanimously.

Motion #5: Dan Coyne moved to approve the correction of \$119.95 payable to the City of Evanston as CA05 Utilities, adjusting the corresponding approved General/Corporate Bills totals for July 2018 accordingly. Pat McCourt seconded the motion. The motion passed unanimously.

Program Update offered by Natalie Sallee, Program Director:

- *Celebration Board:* We are celebrating Native American Heritage Month; the RPD website is featuring family-friendly activities with which to engage on this topic.
- *Fall I Wrap Up:* The session wrapped up the second week of October; soccer league was successful and will be continued in 2019 in addition to the Backyard Chickens 101 workshop.
- *Fall II Kick Off:* Registration is strong for the current session and we ran all but 3 classes; Stories in Action half-day workshop was a big success with 15 attendees.

- *Halloween Happening*: We hosted a successful event with Joel Finkel and about 100 families.
- *Winter Break Camp*: Camp dates are December 26-28 and January 2-4; Vee Witter will lead the camp and we are confirming her staff. Registration is now open.
- *Spring/Summer Brochure*: Natalie sent out a survey to the community to gauge interest; per the survey, we are planning on coming out with additional family activities next spring.
- *2018/19 Class Program Revenue*: Our total estimated wages (as of 11/9/18)= \$8,530; and total revenue (as of 11/9/18)=\$14,297.

Monthly Update offered by Jesseca Parr, Office Assistant:

There was no update at this time.

Old Business:

- **Strategic Planning and Goals (Covode)**: No discussion at this time.
- **Art Studio Renovations (Covode)**: Natalie Sallee shared that January is the expected date of completing the renovations. There have been requests for family art events which may become realized starting in February; families could pay a drop-in fee to do a hands-on art project on a weekend afternoon. The artist-in-residence idea is also being considered for implementation this winter.
- **Leider Park Update**: Brian Rosinski expressed that he can have the current equipment taken out in the spring so as not to shock anyone this winter with a sudden change.

New Business:

- **Discuss ComEd's Easement Request for Kamen Park West**: Ann Covode expressed concern regarding the neighbor living adjacent to the proposed box installment location. Brian Rosinski distributed a text conversation with the neighbor, Joe Hilsop, which expressed his dislike of the idea of the installation. Charles Valente explained that it is possible for any neighbor to file a "nuisance" against RPD and we could ask ComEd to indemnify the district against a nuisance claim, and then ComEd would be responsible. **Motion #6**: Dan Coyne moved to accept ComEd's proposed installation of the switchgear box and easement, subject to an appropriate agreement with ComEd in regards to its exact location and nuisance clause. Pat McCourt seconded motion. The motion passed unanimously.
Charles clarified that we would like ComEd to draft the contract documents and incur the necessary expense. Once we receive the contract, we can either agree to their proposal or further discuss the topic at next month's meeting and then it can be approved at that time. Ann is planning on speaking to Joe Hilsop further in the coming days in order to offer him the bigger picture of the box installation (e.g. the alternative to the box would be installing overhead lines, the box would be advantageous to the whole neighborhood, and conversation about adding shrubbery around the box).

- **Certify IAPD Credentials:** Brian Rosinski said there will be an annual conference in January and the Illinois Association of Park Districts (IAPD) credentials will give Natalie Sallee the power to vote on park district issues.
Motion #7: Dan Coyne moved to approve Natalie Sallee in certifying IAPD credentials. Pat McCourt seconded the motion. The motion passed unanimously.
- **Discuss Increasing Petty Cash to \$2,500/Month:** Gerry Gibbs offered that expenses are supposed to be approved by the Board ahead of time. However, goods are now paid for at the time of service and that is now the way of the world, so this increase makes sense in accordance with our usual spending rhythms.
Motion #8: Pat McCourt moved to increase the monthly petty cash allotment to \$2,500. Debby Braun seconded the motion. The motion passed unanimously.
- **Annual Audit report 7/1/17-6/30/18:** This topic was tabled until next month.

Call of the Commissioners:

Bady: absent

Braun: passed

Covode: passed

Coyne: Dan Coyne noted that in the recent month, there have been two community events that drew over 1,000 constituents. The first gathering was at Beth Emeth The Free Synagogue, after the Jewish Pittsburgh tragedy. Dan said it was an interfaith community event and very moving to see the Evanston community come together in this way. The second event occurred last week, where 1,000 folks gathered at Raymond Park to rally around a constitutional crisis in our country; it was a peaceful gathering and march. Dan noted what a great city we live in that so many people come together for various good causes. Ann Covode added that many dignitaries were seen at the march, elected officials, and she was also present and appreciated the gathering. Debby Braun shared that she was at a similar march in Connecticut on that same day and agreed it was powerful. Debby added that www.moveon.org sends out notifications about national marches.

McCourt: passed

Citizen Comment Part 2:

Ann Johnson introduced herself as a neighbor of Joe Hilsop, and she also lives on the north side of Kamen Park on Barton. She expressed that she loves the idea that ComEd realized there has been a glitch since the area loses power frequently in storms, and she loves the idea of the proposed box. She expressed that she understands Joe's concern about how the box would look, and she has a lot of foliage/shrubbery that she would be happy to donate to Joe for planting around the box. She would be happy to help in making the deal more palatable to Joe. The Board thanked Ann for coming and for sharing her ideas. Pat McCourt welcomed former Board Commissioner, Martha Gaines, and she greeted everyone.

Motion #9: Pat McCourt moved to adjourn the meeting to go into Executive Session. Debby Braun seconded the motion. The motion passed unanimously. The meeting was adjourned into Executive Session at 8:28pm.

Respectfully submitted,
Julie Larson, Minute Taker