

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MAY 17, 2022
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Susan Aberman
Vice President Michael Reid
Commissioner Ezra Jaffe
Commissioner Mary Oshana

Absent:

Commissioner Minal Desai

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Parks Corrie Guynn
Superintendent of Facilities Jon Marquardt
Superintendent of Recreation Breanne Labus
Marketing and Communications Director Jim Bottorff
Office Manager – Park Services Dima Kirland

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.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Vice President Reid moved to approve the Consent Agenda. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried. The Consent Agenda consisted of the minutes of the Board Workshop of May 10, 2022; and the minutes of the regular meeting of April 19, 2022; bills payable for the month of April/May 2022, Treasurer's Report, and Staff Reports.

**ADOPTION OF ORDINANCE #22-006, PROVIDING FOR THE ISSUANCE OF
APPROXIMATELY \$3,000,000 OF GENERAL OBLIGATION LIMITED TAX BONDS SERIES
2022A, OF THE SKOKIE PARK DISTRICT**

Treasurer Schmidt requested the adoption of Ordinance #22-006 providing for the issuance of \$3,000,000 of General Obligation Limited Tax Bonds Series 2022A. He introduced Mr. Aaron Gold, Speer Financial Inc. to present the results of the bond sale. Mr. Gold said thirty-five bids were received from four different underwriters. The low bidder was Piper Sandler & Co., Minneapolis Minnesota at a true interest rate of 2.943%. Mr. Gold gave a detailed explanation of the bond sale process. Moody's reaffirmed the district's Aa2 rating. Moody's cited the district's ability to adapt during the Covid-19 pandemic and its strong social economics and tax base as the rational for the credit rating.

President Aberman had a question regarding the original and revised bond amounts and Mr. Gold explained the process. Treasurer Schmidt said the company that is the buyer of the bonds gave the district a premium of almost \$200,000 and that is where the difference is. Commissioner Jaffe asked about the number of years it will take to repay the bond and how the money was appropriated. \$2,500,000 is for the Skatium renovation project and any balance will be used for capital projects. Commissioner Jaffe asked about the selection of bidders and Mr. Gold explained about local banks and public market offerings. This offering was a private placement.

Commissioner Jaffe moved to approve Ordinance #22-006 authorizing the issuance of \$3,000,000 of General Obligation Limited Tax Bonds, Series 2022A of the Skokie Park District. Commissioner Oshana seconded the motion. On a roll call vote all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

Vice President Reid moved to approve the 2022 Escrow Deposit Agreement with Zions Bank. Commissioner Jaffe seconded the motion. On a roll call vote all Commissioner voted aye. Commissioner Desai was absent. Motion carried.

AUTHORIZATION TO RENT DEHUMIDIFICATION UNITS FOR THE SKATIUM

Superintendent Marquardt requested authorization to rent two dehumidification units for the Skatium mechanical project.

Mr. Marquardt reminded the board that this was discussed at the last meeting and that renting the units will keep the opening of the Skatium on September 6. The two temporary units' cost is \$43,325.18 for two months, with an option to continue the rental if the permanent dehumidification units are further delayed.

Commissioner Jaffe received an email saying the Skatium project was on time and would open in September. He is confused why this was sent out without the Board's approval of the dehumidification units. Ms. Tuft explained that because this was discussed at the April Board meeting, and because the separate costs of each unit do not require Board approval, that staff felt comfortable making the statement. President Aberman said the e-news was also used to correct misinformation and rumors regarding the house league. Commissioner Jaffe suggested that the board get prior communication before releasing information to the public. Ms. Tuft said that could be done.

Commissioner Jaffe moved to approve the rental of two dehumidification units from Sunbelt rentals at a total cost of \$43,325.18 from September 18 through November 13. Commissioner Oshana seconded the motion. On a roll call vote all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

SKATIUM FINANCIAL UPDATE

Mr. Marquardt distributed an updated financial statement for the Skatium Project. Mr. Craig Polte with Wight Construction discussed the construction schedule. The concrete floor was poured last week, on Thursday, which puts the project three weeks ahead of schedule. The ice rink equipment is scheduled for delivery the first week of June. The mechanical equipment and refrigeration system are the two biggest hurdles remaining in the project. The equipment is on schedule and the Skatium should open on time. The temporary units will provide the dehumidification needed until the permanent units are delivered. Ice will be made in August for

opening in September. By mid-October, the permanent dehumidification units should be installed. Budget-wise the project is in good shape.

Mr. George Gardner with Wight Construction discussed several ways the district was able to save money including reusing the under drains and sand under the existing concrete. The header pipes for the cooling system in the rink were originally intended to go under the bleachers but were able to use the existing path creating savings. President Reid asked how much money was saved. Mr. Gardner explained the costs and expenses and said the project is currently under budget.

President Aberman asked about the fire sprinklers. Mr. Gardner explained that the existing fire protection system will suffice.

Commissioner Oshana asked if there were any staffing issues with the contractors and Wight responded that they did not have any.

President Aberman thanked Mr. Polte and Mr. Gardner for their detailed explanations.

APPROVAL OF CHANGE ORDER #1 FOR MENOMINEE PARK PLAYGROUND

Superintendent Guynn requested approval of Change Order #1 for Menominee Park Playground. Mr. Guynn said there is an issue securing clay for the base of the playground for installation of the synthetic turf play surfacing. He requested a quote from Hacienda Landscaping for clay fill and compaction. The cost is \$2,000.

Commissioner Oshana asked if this was the only anticipated change order for this project and Mr. Guynn responded yes.

Commissioner Oshana moved to approve Change Order #1 from Hacienda Landscape for \$2,000 for the Menominee Park Project. Commissioner Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion approved.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, June 21, 2022, at 7:00 p.m. The date for the September Board meeting was changed to Wednesday, September 14, 2022, due to staff and Commissioners attending the NRPA Conference.

Vice President Reid said the board workshop facilitator did an excellent job covering the agenda and it was very productive. Commissioners got to know each other better. President Aberman said she did a great job.

COMMISSIONER COMMENTS

Commissioner Jaffe thanked Mr. Marquardt and Ms. Tuft for resolving the tennis court situation at Central Park.

Commissioner Jaffe said the appearance of Sports Park East along Oakton Street needs some refreshing. Mr. Guynn said there are plans to install a wood chip path and plantings. The fence replacement will be part of a much larger project. Ms. Tuft said we applied for a grant but did not receive one. Mr. Guynn explained that it will take time to make the necessary improvements.

Commissioner Oshana asked how the COVID-19 funding from the Village of Skokie that was designated to the park district will be used. Ms. Tuft said the funds will go towards capital projects.

Commissioner Jaffe asked about the information Ms. Tuft included in the board Friday memo regarding the IT Department making improvements. Ms. Tuft said staff has been working on switching servers in hopes that it will address some of the camp registration problems encountered this past year.

Commissioner Oshana said Google has some negative reviews and old pictures of the park district and she asked how that could be updated. Mr. Jim Bottorff said Google does their own thing and that the park district is able to interface with Google to make certain changes. It is difficult and time consuming and sometimes it takes them months to correct. Commissioner Oshana suggested asking people to upload new photos. Ms. Tuft said a new social media assistant has been hired and maybe he can work on this.

DIRECTOR'S COMMENTS

There were no Director's comments.

OLD BUSINESS

Commissioner Oshana asked about offering international movies as discussed last year. Ms. Labus said that a selection hasn't been made yet. She reached out to Commissioner Desai for a Bollywood suggestion, but the movies are four hours long and that would be difficult to run. Ms. Labus said she is still looking into international movies for fall. Commissioner Oshana suggested getting ideas from people at Festival of Cultures.

NEW BUSINESS

Vice President Reid, President Aberman, Director Tuft, and Superintendent Guynn attended a second meeting at the Mitchell Museum for the Native Americans. Ms. Tuft and Mr. Guynn also spoke with a staff member at the Cook County Forest Preserve and got some good ideas of how to address the native park names. Ms. Tuft said a QR code will be displayed at each park that will be linked to the website. The links will include history and current information for each tribe. The plan is to meet with tribe members and get their input regarding what information should be included.

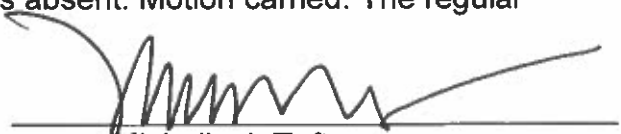
Commissioner Oshana asked about the park field rental application only being available in person. She asked if it could be a fillable PDF online. Mr. Guynn said they are working on the website for all rentals, including fields. Ms. Tuft said staff will work on it.

ADJOURNMENT

Commissioner Jaffe moved to adjourn the regular meeting. Commissioner Oshana seconded the motion. Commissioner Desai was absent. Motion carried. The regular meeting adjourned at 8:02 p.m.



Susan Aberman
President



Michelle J. Tuft
Secretary

June 21, 2022

**ANNUAL MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MAY 17, 2022**

ATTENDANCE AT MEETING

Board Members Present: President Susan Aberman
Vice President Mike Reid
Commissioner Ezra Jaffe
Commissioner Mary Oshana

Others Present: Executive Director Michelle J. Tuft
Treasurer William G. Schmidt
Superintendent of Facilities Jon Marquardt
Superintendent of Parks Corrie Guynn
Superintendent of Recreation Breanne Labus
Marketing and Communications Manager Jim Bottorff
Office Manager Park Services Dima Kirland

Absent: Commissioner Minal Desai

CALL TO ORDER

The meeting was called to order at 8:03 p.m.

APPOINTMENT OF TEMPORARY SECRETARY

Vice President Reid moved to appoint Superintendent Tuft as the temporary Secretary to conduct the election of President of the Board of Park Commissioners for the fiscal year 2022-2023. Commissioner Jaffe seconded the motion. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

ELECTION OF OFFICERS

Temporary Secretary Tuft entertained nominations for the office of President of the Board of Park Commissioners. Vice President Reid nominated Susan Aberman for President. Commissioner Reid seconded the motion. No other nominations were made. Secretary Tuft closed the nominations. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried. Commissioner Aberman was elected as President.

President Aberman asked for nominations for Vice President. President Aberman nominated Mike Reid. Commissioner Oshana seconded the motion. No other nominations were made. On a roll call vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried. Mike Reid was elected as Vice President.

President Aberman moved to appoint Executive Director Tuft as Secretary of the Board of Park Commissioners. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

President Aberman moved to approve the appointment of William Schmidt as Treasurer of the Board of Park Commissioners. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

APPOINTMENT OF COMMITTEE CHAIRS

President Aberman asked the Board to review current committee chairs and to choose a committee. All commissioners present said they wanted to remain as committee chair of the same committee from the previous year. The committee chairs are as follows:

Vice President Reid – Finance Committee
Commissioner Desai – Recreation Committee
Commissioner Ezra– Parks Committee
Commissioner Oshana – Marketing Committee

No motion required.

APPOINTMENT OF OPEN MEETINGS ACT OFFICER AND ALTERNATE

Vice President Reid moved to appoint Michelle Tuft as the open meetings act officer and Bill Schmidt as the alternate. Commissioner Oshana seconded the motion. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

APPOINTMENT OF FREEDOM OF INFORMATION ACT OFFICERS

Commissioner Jaffe moved to appoint Michelle Tuft, Bill Schmidt, Jon Marquardt, Corrie Guynn and Breanne Labus as Freedom of Information Act Officers. Commissioner Oshana seconded the motion. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

ADOPTION OF OFFICIAL MEETING DAY, TIME, AND LOCATION

Commissioner Jaffe moved to adopt the third Tuesday of the month at 7:00 p.m. at the Weber Leisure Center as the official meeting day, time, and location for the Skokie Park District Board of Park Commissioners for the fiscal year 2022-2023. Commissioner Oshana seconded the motion. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

ADOPTION OF OFFICIAL DEPOSITORIES

Commissioner Oshana moved that Wintrust Financial, Chase Bank N.A, Wells Fargo Corporate Trust, Fifth Third Bank, Illinois Institutional Investors Trust (IIIT), Bank of New York, Zions Bank, Park Ridge Bank and Ehlers Bond Trust Services be approved as official depositories for the Skokie Park District for fiscal year 2022-2023. Vice President Reid seconded the motion. On a voice vote, all Commissioners voted aye, except for Commissioner Jaffe who abstained. Commissioner Desai was absent. Motion carried.

ADOPTION OF OFFICIAL SIGNATORIES FOR BANKING PURPOSES

Vice President Reid moved that the President, Vice President, Secretary, and Treasurer of the Board of Park Commissioners be designated as official signatories of the Skokie Park District for banking purposes for fiscal year 2022-2023. Commissioner Jaffe seconded the motion. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

ADOPTION OF OFFICIAL PUBLICATION FOR LEGAL NOTICES

Commissioner Oshana moved to designate the Skokie Review as the official publication for legal notices of the Skokie Park District for the fiscal year of 2022-2023. Vice President Reid seconded the motion. On a voice vote, all Commissioners voted aye. Commissioner Desai was absent. Motion carried.

ADJOURNMENT

Commissioner Oshana moved to adjourn the meeting. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. Commissioner Desai was absent. The annual meeting adjourned at 8:13 p.m.



Susan Aberman
President



Michelle Tuft
Secretary

June 21, 2022