

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
OCTOBER 22, 2019
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

President Michael Reid
Vice President Khemarey Khoeun
Commissioner Michael W. Alter
Commissioner Minal Desai

Others Present:

Executive Director/Secretary John V. Ohrlund
Superintendent of Business Services William G. Schmidt
Superintendent of Recreation and Facilities Michelle Tuft
Superintendent of Parks Corrie Guynn
Assistant Superintendent Jon Marquardt
Executive Administrative Assistant Ann Perez

Absent:

Commissioner Susan Aberman

CALL TO ORDER

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

COMMENTS FROM CITIZENS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Alter moved to approve the Consent Agenda. Vice President Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Motion carried. The Consent Agenda consisted of minutes of the Regular Meeting of September 17, 2019; bills payable for the month of September/October 2019; Treasurer's Report; and Staff Reports.

FISCAL YEAR ENDED 04/30/2019 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR), MANAGEMENT LETTER AND CONTROL DEFICIENCY LETTER

Treasurer Schmidt said the Comprehensive Annual Financial Report (CAFR), Management Letter and Control Deficiency Letter were distributed previously to the Board for their review. Treasurer Schmidt introduced Mr. John Epperson and Ms. Betsy Allen of Miller Cooper & Co., Ltd. to discuss the audit.

Mr. Epperson summarized the Comprehensive Annual Financial Report and complimented Treasurer Schmidt on preparing the report. When the final audit report is issued the District will receive an unmodified opinion which is the highest level of assurance awarded. The District should receive a certificate of achievement for excellence in financial reporting (CAFR) again this year.

Ms. Betsy Allen summarized the Management Letter and Control Deficiency Letter. She said there were no difficulties in performing the audit. She explained two control deficiencies with bank reconciliations and technology and data security risk assessment and management. These issues do not constitute significant deficiencies or material weaknesses.

President Reid thanked Mr. Epperson and Ms. Allen for their presentation of the report and complimented Treasurer Schmidt.

Commissioner Alter moved to approve the fiscal year end 04/30/2019 CAFR, Management Letter and Control Deficiency Letter. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Motion carried.

2019 TAX LEVY PRESENTATION

Treasurer Schmidt presented the Tax Levy process. He said the CPI (Consumer Price Index) increase for the 2019 levy year is 1.9% which equates to a \$154,080 increase in the aggregate funds (all funds minus debt service). The tax levy is based on a small overall increase of 0.1% without loss and cost. The Truth-in-Taxation increase for all funds except debt service is 1.019% or \$154,536. Since the Truth-in-Taxation increase is less than 5% a public notice and hearing is not required. No motion necessary, presentation is for informational purposes only.

2019 TAX LEVY RESOLUTION #19-003

Treasurer Schmidt asked for approval of the 2019 Tax Levy Resolution #19-003. As discussed in the tax levy presentation, Treasurer Schmidt said the CPI for the 2019 levy year is 1.9% and that a public notice and hearing is not required as the Truth-in-Taxation increase is less than 5%. Staff recommends the approval of the 2019 tax levy in the amount of \$8,264,000 which does not include debt service costs. With the debt service costs the total levy is \$11,069,000. At the November Board meeting the final legal adoption of the Levy Ordinance will be requested.

Vice President Khoeun moved to approve Resolution #19-003 as part of the legal process in approving the 2019 tax levy. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Motion carried.

ADOPTION OF ORDINANCE #19-011 AUTHORIZING THE ISSUANCE OF APPROXIMATELY \$2,421,000 GENERAL OBLIGATION LIMITED TAX REFUNDING BONDS, SERIES 2019B OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #19-011 authorizing the issuance of \$2,421,000 General Obligation Limited Tax Refunding Bonds, Series 2019B. Treasurer Schmidt introduced Mr. Mark Jeretina, Speer Financial, Inc. to discuss the bond sale. Mr. Jeretina said three bids were received. Mr. Jeretina said the refunding bond issue is for the principal and interest on the Series 2001B Capital Appreciation Bonds payment of \$2,300,000 and \$95,000 of debt service extension money for use on playground improvements. The low bid is from Park Ridge Community Bank, Park Ridge, Illinois with a true interest rate of 1.7300%

Vice President Khoeun moved to approve Ordinance #19-011 to authorizing the issuance of \$2,421,000 of General Refunding Bonds Series 2019B through Park Ridge Community Bank. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Motion carried.

APPROVAL OF CREDENTIALS FOR THE IAPD ANNUAL MEETING

Executive Director Ohrlund said the delegate and alternates for the annual IAPD meeting in Chicago on Saturday, January 25, 2020 need to be approved.

Vice President Khoeun moved to approve President Reid as the Skokie Park District delegate, Vice President Khoeun as 1st alternate and Commissioner Desai as the 2nd alternate to the IAPD annual business meeting on January 25, 2020. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Motion carried.

NRPA CONFERENCE SESSION REVIEW

Superintendent Tuft asked staff to compile highlight summaries of conference sessions attended at the recent NRPA conference. The Board and staff discussed various sessions. Some of the highlights discussed were shark tank, pop up events, and mobile art events. Commissioner Desai suggested a Wine in the Woods at Emily Oaks Nature Center and a Ninja Course at Weber Leisure Center gymnasium to attract older children birthday parties. Vice President Khoeun suggested using the garden plots to educate the community on planting and gardening. President Reid enjoyed the twenty minute sessions at the conference especially the session using digital tools to connect with customers. Superintendent Tuft said some of these ideas will be implemented by the recreation staff with new programming.

President Reid liked the idea of a CIT S.P.A.C.E. program. The program teaches responsibility, gets children involved and gives the parents another option for their children during after school hours. Superintendent Tuft said Crystal Haben and Angie Sakellaris are working on creating a structured program

OLD BUSINESS

Executive Director Ohrlund said the Board has asked to review and revise the District's Vision Statement, Mission Statement and core values. The Board discussed the Mission and Vision Statements and core values. Vice President Khoeun recommended adding "inclusiveness" to the core values. The Board agreed.

Commissioner Alter moved to approve revising the core values of the District's Mission Statement to include inclusiveness. Vice President Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Aberman was absent. Motion carried.

Executive Director Ohrlund reviewed the status and schedule of the Comprehensive Plan. Earlier today Administration staff met with the consultant and reviewed the various input from meetings with staff, Board and community. All the information was categorized and Hitchcock will take the information and prepare a report for the November Board meeting. Superintendent Tuft said there is a lot of information for the Board to review.

Executive Director Ohrlund suggested a Comprehensive Plan Board Workshop on November 19, 2019 at 6:00 p.m. with Hitchcock Design Group prior to the regular meeting at 7:00 p.m. Information will be provided ahead of time to review.

NEW BUSINESS

Commissioner Desai received compliments on the S.P.A.C.E. program at School District 73 ½. The S.P.A.C.E. leaders are wonderful, they interact well with the children through sports and games, and keep them engaged.

PRESIDENT'S REPORT

The Board Workshop will be held on Tuesday, October 29, 2019 at 6:00 p.m.

Vice President Khoeun scheduled a Parks Committee Meeting for Tuesday, November 12, 2019 at 6:00 p.m.

The Regular Meeting will be held on Tuesday, November 19, 2019 at 7:00 p.m., preceded by the Comprehensive Plan Board Workshop at 6:00 p.m.

COMMISSIONER COMMENTS

President Reid noted some residents were very pleased about a memorial tree planting at Devonshire Park. Executive Director Ohrlund said with a tree planting there is a tree leaf with the engraved name of the individual and date on a tree plaque by the stairwell at Weber Leisure Center.

Vice President Khoeun complimented recent social media postings. The Skokie Sports Park target greens, Chippewa and Mulford Parks playground installation and the Lakeshore Recycling tour were posted as well.

Commissioner Desai received some great comments on Scream Scene. She visited the Lights On Scream Scene with a group. Two more nights were added for Scream Scene on Halloween and November 1st.

Executive Director Ohrlund reminded the Board of the Legislative Forum Breakfast on Friday, November 1st, at Holiday Inn at 7:30 a.m. President Reid and Commissioner Aberman Vice President Khoeun will be attending.

Commissioner Desai moved to adjourn the regular meeting. Commissioner Alter seconded the motion. All Commissioners voted aye. Commissioner Aberman was absent. Motion carried. The regular meeting adjourned at 7:59 p.m.

Mike Reid
President

John V. Ohrlund
Secretary