

**SKOKIE PARK DISTRICT
THE BOARD OF PARK COMMISSIONERS
REGULAR MEETING
JUNE 17, 2025
6:30 P.M.**



*SKOKIE PARK DISTRICT
9300 WEBER PARK PLACE
SKOKIE, IL 60077-4200*





**BOARD OF PARK COMMISSIONERS
TUESDAY, JUNE 17, 2025 - 6:30 P.M.
REGULAR BOARD MEETING**

AGENDA

- I. CALL THE MEETING TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF REMOTE PARTICIPATION, IF REQUESTED
- V. COMMENTS FROM CITIZENS
- VI. PUBLIC HEARING
 - A. Public Hearing on FY 2025-2026 Tentative Budget and Appropriation Ordinance #25-004
- VII. CONSENT AGENDA APPROVAL
- VIII. APPROVAL OF MINUTES
 - *A. Minutes of the Regular Board Meeting of May 20, 2025
 - *B. Minutes of the Annual Board Meeting of May 20, 2025
- *IX. BILLS PAYABLE FOR THE MONTH OF MAY/JUNE 2025
- X. TREASURER'S ACTION ITEMS
 - A. Approval of the Final Budget and Appropriation Ordinance Fiscal Year 2025-2026 Ordinance #25-007
- *XI. TREASURER'S REPORT
- XII. ATTORNEY'S REPORT – NO REPORT
- XIII. STAFF ACTION ITEMS
 - A. Final Status of 2024-2025 District and Division Goals
 - B. Review and Approval of 2025-2026 District and Division Goals
 - C. Approval of Resolution #25-003 Authorizing State of Illinois Grant Executor and Signatory
- *XIV. STAFF REPORTS
 - A. Parks Division Report
 - B. Recreation and Facility Divisions Report
 - C. Marketing and Sponsorship Report

- D. Information Technology
- E. Staff and Community Committee Reports

- XV. PRESIDENT'S REPORT
 - A. Regular Board Meeting – Tuesday, July 15, 2025 – 6:30 p.m.
 - B. Commissioner Comments
 - C. Director Comments
- XVI. OLD BUSINESS
- XVII. NEW BUSINESS
- XVIII. ADJOURNMENT

*Consent Agenda

Vision Statement

The Skokie Park District envisions a community where all of its residents enjoy a high quality of life through leisure time pursuits, beautiful open spaces, and first rate facilities.

Mission Statement

The Skokie Park District will realize its vision through teamwork, community partnerships, sound fiscal management, and creativity in every area of its operation.

Core Values

The Skokie Park District will fulfill its mission through:

●Commitment● Integrity● Innovation● Service ●Openness●Environmental Stewardship ●Inclusiveness

BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
JUNE 17, 2025

TABLE OF CONTENTS

REGULAR MEETING

I.	PUBLIC HEARING	
A.	PUBLIC HEARING ON FY 2025-2026 TENTATIVE BUDGET AND APPROPRIATION ORDINANCE #25-004	5
II.	MINUTES	
*A.	REGULAR BOARD MEETING OF MAY 20, 2025.....	6
*B.	ANNUAL BOARD MEETING OF MAY 20, 2025	11
III.	TREASURER'S ACTION ITEMS	
A.	APPROVAL OF THE FINAL BUDGET AND APPROPRIATION ORDINANCE FISCAL YEAR 2025-2026 ORDINANCE #25-007	16
IV.	TREASURER'S REPORT	27
V.	STAFF REPORTS - ACTION ITEMS	
A.	FINAL STATUS OF 2024-2025 DISTRICT AND DIVISION GOALS.....	29
B.	REVIEW AND APPROVAL OF 2025-2026 DISTRICT AND DIVISION GOALS.....	35
C.	APPROVAL OF RESOLUTION #25-003 AUTHORIZING STATE OF ILLINOIS GRANT EXECUTOR AND SIGNATORY	50
VI.	STAFF REPORTS	
*A.	PARKS BOARD REPORT	52
*B.	RECREATION AND FACILITIES BOARD REPORT	54
*C.	COMMUNICATIONS AND MARKETING BOARD REPORT	61
*D.	INFORMATION TECHNOLOGY BOARD REPORT.....	62
*E.	STAFF AND COMMUNITY COMMITTEE REPORT	63
VII.	PRESIDENT'S REPORT	
VIII.	OLD BUSINESS	
VIX.	NEW BUSINESS	

*CONSENT AGENDA



Skokie Park District **BOARD SUMMARY**



Date: June 17, 2025

To: Board of Park Commissioners

From: William G. Schmidt, Superintendent of Business Services

RE: Public Hearing on FY 2025-2026 Tentative Budget and Appropriation Ordinance #25-004.

Summary: Law requires a public hearing be held concerning the Tentative FY 2025-2026 Budget and Appropriation Ordinance #25-004.

Procedure:

1. Call Public Hearing to Order.
2. Call for comments from the public regarding the 2025-2026 Budget & Appropriation Ordinance #25-004.
3. Close the Public Hearing.

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MAY 20, 2025
6:30 P.M.**

ATTENDANCE AT THE MEETING

Board Members Present: President Susan Aberman
Vice President Ezra Jaffe
Commissioner Elsa Fischer
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
Executive Administrative Assistant Ann Perez

CALL TO ORDER

President Aberman called the regular meeting of the Board of Park Commissioners to order at 6:30 p.m. President Aberman called for the recitation of the Pledge of Allegiance.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Fischer moved to approve the Consent Agenda. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of the minutes of the Regular Board Meeting of April 22, 2025, bills payable for the month of April/May 2025, Treasurer's Report, and Staff Reports.

APPROVAL OF 2025 ASPHALT IMPROVEMENTS BID

Superintendent Guynn requested approval for the 2025 Asphalt Improvements Bid. He explained that the proposed work includes the removal and replacement of tennis courts, as well as milling and paving of parking lots, pathways, and basketball courts. Projects will take place at Gleiss Park, Lorel Park, Oakton Park, Devonshire Park, Shabonee Park, Shawnee Park, and Terminal Park. Once completed, the majority of the district's asphalt work will be finished, with the exception of the Dammrich Rowing Center and Emily Oaks Nature Center.

Five bids were received, with Chicagoland Paving submitting the lowest bid at \$585,000.00. The company has successfully completed projects for the district in the past, and staff is confident in their ability to complete the work.

Commissioner Williams asked about the timeline for the Oakton project. Mr. Guynn responded that work at some parks would begin over the summer, but the Oakton project would not start until after the pools have closed and summer camps have concluded.

Commissioner Williams moved to approve the bid of Chicagoland Paving for the 2025 Asphalt Improvements bid for \$585,000.00. Vice President Jaffe seconded the motion. On a roll call vote all Commissioners voted aye. Motion carried.

APPROVAL OF EXPLORITORIUM INDOOR PLAYGROUND EQUIPMENT REPLACEMENT

Mr. Guynn requested approval for the Exploritorium Indoor Playground Equipment Replacement. He said that two design proposals were received, with Soft Play being selected for the project. Parents were invited to vote on their preferred design, and 57 votes were submitted. The three color options will also be shared with parents for input, including a social media poll. Installation is scheduled for August and is expected to take approximately four to six weeks to complete.

Vice President Jaffe asked about the installation of Tiny Town. Mr. Guynn said that it was completed last Thursday and officially opened yesterday, with a strong turnout and positive feedback from visitors. Assistant Superintendent Amato added that a ribbon-cutting ceremony is planned for September, and all Commissioners will be invited to attend.

Vice President Jaffe asked about accessibility for children in wheelchairs and Mr. Guynn said there are accessible ground level play items.

Vice President Jaffe moved to approve the purchase and installation of indoor play equipment from Soft Play for a total of \$279,359.95. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF CHANGE ORDER #1 FOR SKOKIE SPORTS PARK SHELTER INSTALLATION AND CONCRETE IMPROVEMENTS PROJECT

Mr. Guynn requested approval of Change Order #1 for the Skokie Sports Park Shelter Installation and Concrete Improvements Project. The change includes creating a designated pad for a food truck, which is expected to enhance customer retention at the site. Additionally, the project will repurpose the existing hitting pavers to construct a brick paver patio on the west side of the structure. Patio furniture will also be added to create a comfortable space for visitors to relax and enjoy food.

Commissioner Fischer moved to approve Change Order #1 from Playground Safe for \$10,500 for the Skokie Sports Park Shelter installation and Concrete Improvements Project. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

AUTHORIZATION TO DISPOSE OF FIXED ASSETS ORDINANCE #25-006

Mr. Guynn requested Authorization to Dispose of Fixed Assets Ordinance #25-006.

Vice President Jaffe moved to approve Ordinance #25-006 authorizing the disposal of various fixed assets. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

Assignment/ Vehicle Number	Year	Mileage/ Hours	Vin Number #	Manufacturer
123	2009	65,027	1FTNE24L69DA27541	Ford
27	2014	75,048	1FT7W2A6XEEA80056	Ford
141	2002	2789 hours	N/A	Toro
N/A	2013	4,265	N/A	Toro
SSP Tent	2022	N/A	N/A	N/A

Mr. Guynn said the vehicles and equipment are outdated and will be disposed of through an outline auction. The tent is being replaced by the shelter and will be auctioned as well.

Vice President Jaffe moved to approve Ordinance #25-006 authorizing the disposal of various fixed assets. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FOR CONCEPTUAL DESIGN SERVICES OF CHANNELSIDE SOUTH

Ms. Tuft and Mr. Guynn met with Wight & Company to discuss the development of Channelside South. The firm will gather community input to help create three design options, which will then be presented to the Board. This process will follow a similar approach to the one used for the Skokie Sports Park East project.

President Aberman asked about the bridge. Ms. Tuft explained that the Park District will own the bridge, and it is a former railroad bridge that spans the canal just south of Oakton Street. She added that in a meeting earlier that day, she discussed the possibility of connecting the paths with the Village, and they were open to the idea.

Commissioner Fischer moved to enter into a professional services agreement with Wight & Company for \$24,000 for conceptual design services at Channelside South.

Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

SPORTS PARK EAST BUDGET INFORMATIONAL SUMMARY

Ms. Tuft explained that this discussion stems from when the Board considered the possibility of going to referendum for the Skokie Sports Park East project. At that time, the Board requested staff to explore what the budget for the proposed building might look like. She directed the Board to review the summary sheet, explaining that it consolidates budgets from various areas.

Mr. Guynn and Ms. Labus collaborated on the report and provided further explanation. Mr. Guynn noted that with the inclusion of the Sports Park East budget, some staff positions are being reallocated, with staffing changes representing the most significant opportunity for cost savings. Ms. Labus added that items highlighted in green indicate additions to the budget. Ms. Tuft concluded by stating that projected revenue is estimated at \$38,000.

Vice President Jaffe said the report was in great detail and easy to understand.

No motion required, information only.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, June 17, 2025, at 6:30 p.m.

COMMISSIONER'S COMMENTS

Commissioner Williams went to the Ice Show and said Christine Hathaway and her staff did a great job. She noted that the show improves every year. During the event, a parent volunteer from Chicago shared with her that their child skates at the Skatium because, after trying other ice facilities, the Skatium was the only place that welcomed her daughter despite her being a bit older. Commissioner Williams added that the show was well-executed and thoughtfully programmed. Ms. Labus mentioned that all three shows were sold out.

President Aberman said the Festival of Cultures this past weekend was successful and had good weather.

DIRECTOR'S COMMENTS

Ms. Tuft received an email invitation from the Village of Skokie for the Pride Proclamation at the Village Board Meeting on Wednesday, June 4, at 7:30 p.m. She encouraged the Board to attend and noted that any member wishing to make remarks is welcome to do so.

Ms. Tuft mentioned that during a conversation with the Police Department, they requested the Park District consider moving the fireworks celebration to July 3 next

year. The Board discussed the idea, and Ms. Tuft noted that the final decision would be made at a later date.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ADJOURNMENT

Commissioner Williams moved to adjourn the regular meeting. Commissioner Fischer seconded the motion. On a roll call vote all Commissioner voted aye. Motion carried. The regular meeting adjourned 7:08 at p.m.

Susan Aberman
President

Michelle J. Tuft
Secretary

June 17, 2025

**ANNUAL MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
MAY 20, 2025**

ATTENDANCE AT MEETING

Board Members Present: Commissioner Susan Aberman
Commissioner Ezra Jaffe
Commissioner Elsa Fischer
Commissioner Antonia Kasalo-Terihaj
Commissioner Courtney Williams

Others Present: Executive Director Michelle J. Tuft
Treasurer William G. Schmidt
Superintendent of Parks, Planning & Facilities Corrie Guynn
Superintendent of Recreation Breanne Labus
Assistant Superintendent of Recreation Mary Amato
Marketing and Communications Manager Jim Bottorff
Executive Administrative Assistant Ann Perez

CALL TO ORDER

The meeting was called to order at 7:08 p.m.

LAND ACKNOWLEDGEMENT

Ms. Tuft read the Land Acknowledgement Statement.

**SWEARING IN OF BOARD MEMBERS – SUSAN ABERMAN, ELSA FISCHER,
ANTONIA KASALO-TERIHAIJ AND COURTNEY WILLIAMS**

Ms. Tuft performed the swearing in ceremonies of the elected Commissioners - Aberman, Fischer, Kasalo-Terihaj and Williams. Each Commissioner read their Oath.

APPOINTMENT OF TEMPORARY SECRETARY

Commissioner Aberman moved to appoint Michelle Tuft as the temporary Secretary to conduct the election of President of the Board of Park Commissioners for the fiscal year 2025-2026. Commissioner Fischer seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

ELECTION OF OFFICERS

Temporary Secretary Tuft entertained nominations for the office of President of the Board of Park Commissioners. Commissioner Fischer nominated Commissioner Aberman for President. Commissioner Williams seconded the motion. Commissioner Kasalo-Terihaj nominated Commissioner Jaffe for President. Commissioner Jaffe seconded the motion. Commissioner Jaffe addressed the board and explained his goals if he was elected President. No further nominations were made, and Secretary Tuft closed the nominations.

A roll call vote was conducted to approve Susan Aberman as President. Commissioner Fischer, Commissioner Williams, and Commissioner Aberman voted aye, Commissioners Kasalo-Terihaj and Commissioner Jaffe voted nay. Motion carried. Commissioner Aberman was elected president.

President Aberman then took over leading the meeting.

President Aberman asked for nominations for Vice President. Commissioner Fischer nominated Commissioner Jaffe. President Aberman seconded the motion. No other nominations were made. On a roll call vote, all Commissioners voted aye. Commissioner Jaffe was elected Vice-President.

APPOINTMENT OF SECRETARY AND TREASURER

Commissioner Fischer moved to appoint Michelle Tuft as the Board Secretary. Commissioner Williams seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

Commissioner Fischer moved to appoint Bill Schmidt as the Board Treasurer. Vice President Jaffe seconded the motion. On a voice vote, all Commissioner voted aye. Motion carried.

APPOINTMENT OF COMMITTEE CHAIRS

Ms. Tuft noted that the board generally does not hold many committee meetings and asked if the board wished to continue with them. She explained that committees are typically used for the parks public hearings and the annual finance committee meeting for approving the budget. She questioned whether these committees are still necessary.

Ms. Tuft also mentioned plans for a board retreat in the fall. One of the goals for the retreat is to revise the Board of Commissioners Procedural Manual, which will provide an opportunity to discuss the future role of these committees. The board agreed to select the committee chairs at today's meeting.

President Aberman asked the Board to review current committee chairs and to choose a committee. The committee chairs are as follows:

Vice President Jaffe – Finance
Commissioner Williams – Recreation
Commissioner Kasalo-Terihaj -Parks
Commissioner Fischer – Marketing

No motion required.

APPOINTMENT OF OPEN MEETINGS ACT OFFICER AND ALTERNATE

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

APPOINTMENT OF FREEDOM OF INFORMATION ACT OFFICERS

Commissioner Fischer moved to appoint Michelle Tuft, Bill Schmidt, Corrie Guynn and Breanne Labus as Freedom of Information Act Officers. Vice President Jaffe seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

**APPOINTMENT OF THE ILLINOIS MUNICIPAL RETIREMENT FUND (IMFR)
AUTHORIZED AGENT**

Vice President Jaffe moved to appoint Stephenie Gualano as the IMRF Authorized Agent. Commissioner Fischer seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

**APPOINTMENT OF MAINE-NILES ASSOCIATION OF SPECIAL RECREATION
(M-NASR) BOARD ALTERNATE**

Commissioner Williams moved to appoint Breanne Labus as the M-NASR board representative alternate. Commissioner Kasalo-Terihaj seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

ADOPTION OF OFFICIAL MEETING DAY, TIME, AND LOCATION

Vice President Jaffe moved to adopt the third Tuesday of the month at 6:30 p.m. at the Weber Leisure Center as the official meeting date, time, and location for the Skokie Park District Board of Park Commissioners for the fiscal year 2025-2026. Commissioner Kasalo-Terihaj seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

ADOPTION OF OFFICIAL DEPOSITORIES

Commissioner Williams moved that Wintrust Financial, Chase Bank N.A, Wells Fargo Corporate Trust Services, First Bank Chicago, Illinois Institutional Investors Trust, 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 2025-2026. Commissioner Fischer seconded the motion. On a voice vote, all Commissioners voted aye, except for Vice President Jaffe who abstained. Motion carried.

ADOPTION OF OFFICIAL SIGNATORIES FOR BANKING PURPOSES

Vice President Jaffe moved that the President, Vice President, Secretary, and Treasurer be designated as official signatories of the Skokie Park District for banking purposes for fiscal year 2025-2026. Commissioner Fischer seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

ADOPTION OF OFFICIAL PUBLICATION FOR LEGAL NOTICES

Commissioner Williams moved to designate the Pioneer Press - Skokie Review as the official publication of the Skokie Park District for the fiscal year of 2025-2026. Commissioner Kasalo-Terihaj seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

ADJOURNMENT

Commissioner Fischer moved to adjourn the meeting. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The annual meeting adjourned at 7:28 p.m.

Susan Aberman
President

Michelle Tuft
Secretary

June 17, 2025

[illegible]



Skokie Park District BOARD SUMMARY



Date: June 17, 2025

To: Board of Park Commissioners

From: William G. Schmidt, Superintendent of Business Services

RE: Approval of the Final Budget and Appropriation Ordinance
Fiscal Year 2025-2026 Ordinance # 25-007

Summary: Attached is the Final Budget and Appropriation Ordinance for fiscal year 2025-2027. This ordinance allows the District to spend money.

The Board has previously reviewed and approved the operating budget for the fiscal year 2025-2026. The Tentative Budget and Appropriation Ordinance has been on public display for over the thirty (30) day legal requirement period. As of Thursday June 13, 2025, no one has requested to review it. This Final Budget and Appropriation Ordinance is the exact same as the Tentative Budget and Appropriation Ordinance.

Staff is requesting Board approval of the Final Budget and Appropriation Ordinance, after the public hearing. Ordinance #25-007 will be filed with the County Clerk's Office once it is approved.

Recommendation: Staff recommends the adoption of the Final Budget and Appropriation Ordinance # 25-007 for fiscal year 2025-2026 in the amount of \$37,372,257 including the five-year Capital Development Plan totaling \$8,643,263.

Motion: Move to approve the Final Budget and Appropriation Ordinance # 25-007 for fiscal year 2025-2026 in the total amount of \$37,372,257, including the five-year Capital Development Plan totaling \$8,643,263.

Ordinance # 25-007

FINAL

ANNUAL BUDGET AND APPROPRIATION ORDINANCE
SKOKIE PARK DISTRICT
SKOKIE, COOK COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING MAY 1, 2025
AND ENDING APRIL 30, 2026

WHEREAS, the Board of Park Commissioners of the Skokie Park District, County of Cook, State of Illinois, caused to be prepared in tentative form, a Budget and Appropriation Ordinance, and the Secretary of the Board has made the same conveniently available to public inspection for at least thirty (30) days prior to the final action thereon; and

WHEREAS, a public hearing was held as to such Budget and Appropriation Ordinance on the 22nd day of April 2025 and notice of said hearing was given at least one (1) week prior thereto as required by law.

NOW THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Skokie Park District, as follows:

Section 1: That the fiscal year of the Park District is hereby fixed and declared to begin May 1, 2025 and ending April 30, 2026.

Section 2: That the following budget containing an estimate of expenditures from each Fund, is hereby adopted as the Budget and Appropriations of the Skokie Park District for the said fiscal year, and the following sums of money:

<u>FUND</u>	<u>TOTAL EXPENDITURES</u>
Corporate.....	\$5,170,165
Building Improvement Fund.....	3,631,000
Vehicle/Machinery Replacement Fund.....	397,000
Recreation.....	17,771,623
Recreation for the Handicapped.....	1,020,940
Museum Fund.....	1,326,674
Illinois Municipal Retirement Fund.....	442,819
Insurance Protection.....	618,248
Social Security.....	1,081,775
Audit Fund.....	48,000
General Obligation Bond Retirement.....	<u>5,864,013</u>

APPROPRIATION GRAND TOTAL..... \$37,372,257

or as much thereof as may be authorized by law, are hereby appropriated for the purposes of the Skokie Park District, as hereinafter specified for said fiscal year.

PART I
ESTIMATED REVENUES AVAILABLE
BY SOURCES

Estimated Cash and Investments on hand May 1, 2025.	\$ 12,366,002
General Taxes.....	13,405,754
Personal Property Replacement Tax.....	400,000
Interest on Investments.....	302,268
Recreation Registration and other Receipts.....	15,745,344
Transfers\Grants\Bond Proceeds.....	6,995,825
Sale of Property	9,000
Miscellaneous/Other.....	<u>503,831</u>
Estimated Revenues Available.....	49,728,024
Less Estimated Expenditures.....	<u>37,372,257</u>
Estimated Ending Cash Balance on April 30, 2026....	<u>\$12,355,767</u>

PART II
ESTIMATED EXPENDITURES
GENERAL CORPORATE FUND

Salaries:

1. Supervisors.....	\$606,752
2. Maintenance.....	1,155,999
3. Office Staff.....	1,231,079
4. Administrative.....	404,061
5. Leaders	<u>8,400</u>

TOTAL..... 3,406,291

Services:

1. Facility and Equipment Repair & Operation.....	\$282,539
2. Printing, Postage and Advertising.....	42,056
3. Subscriptions and Dues.....	34,712

4. Professional and Contractual Services.....	784,720
5. Equipment Rental.....	3,800
6. Transfers/Allocations.....	<u>(1,586,260)</u>
TOTAL.....	<u>\$ (438,433)</u>
<u>Utilities:</u>	
1. Electricity.....	\$ 47,243
2. Water.....	37,614
3. Gas.....	16,893
4. Communications.....	86,304
5. Security Alarm Service.....	<u>1,400</u>
TOTAL.....	<u>\$ 189,454</u>
<u>Supplies:</u>	
1. Office Supplies.....	\$ 38,000
2. Maintenance Supplies.....	59,517
3. Landscaping Supplies.....	142,475
4. Program Supplies.....	<u>3,800</u>
Total	<u>\$243,792</u>
<u>General Government:</u>	
1. General Administrative.....	\$707,813
2. Employees Benefits Insurance.....	465,248
3. Interest Expense (ARS)	455,000
4. Transfers	<u>141,000</u>
TOTAL.....	<u>\$ 1,769,061</u>
CORPORATE FUND.....	<u>\$5,170,165</u>
<u>BUILDING IMPROVEMENT FUND</u>	
1. Capital Expenditures.....	\$3,023,000
2. Contractual Services	210,000
3. Transfers	<u>398,000</u>
TOTAL BUILDING IMPROVEMENT FUND	<u>\$3,631,000</u>

VEHICLE MACHINERY REPLACEMENT FUND

1. Capital Expenditures.....	<u>\$397,000</u>
TOTAL VEHICLE MACHINERY REPLACEMENT FUND.....	<u>\$397,000</u>

RECREATION FUND

Salaries:

1. Program Supervisors.....	\$2,400,514
2. Program Instructors.....	2,171,938
3. Program Leaders.....	1,838,177
4. Attendants & Guards.....	982,883
5. Maintenance.....	1,122,805
6. Office Staff.....	488,641
7. Administrative.....	<u>684,220</u>
TOTAL.....	<u>\$9,689,178</u>

Services:

1. Facility and Equipment Repair & Operation.....	\$395,836
2. Printing, Postage and Advertising.....	132,932
3. Subscriptions and Dues.....	41,852
4. Professional and Contractual Services.....	1,360,798
5. Facility & Equipment Rental.....	72,890
6. Allocations/Transfers.....	1,488,260
7. Transportation and Admissions.....	<u>344,518</u>
TOTAL.....	<u>\$3,837,086</u>

Utilities:

1. Electricity.....	\$487,873
2. Water.....	179,248
3. Gas.....	166,264
4. Communications.....	71,772

5. Security Alarm Service.....	26,392
--------------------------------	--------

TOTAL.....	\$931,549
------------	-----------

Supplies:

1. Program Supplies.....	\$ 848,222
--------------------------	------------

2. Maintenance Supplies.....	147,372
------------------------------	---------

3. Landscaping Supplies.....	67,395
------------------------------	--------

4. Program Awards.....	28,785
------------------------	--------

5. Office Supplies.....	12,363
-------------------------	--------

6. Concession Supplies.....	95,459
-----------------------------	--------

TOTAL.....	\$1,199,596
------------	-------------

General Government:

1. General Administrative.....	\$ 49,730
--------------------------------	-----------

2. Employees Medical Insurance.....	632,492
-------------------------------------	---------

3. Principal & Interest Skatium Bonds.....	292,992
--	---------

4. Capital Expenditures.....	1,139,000
------------------------------	-----------

TOTAL.....	\$2,114,214
------------	-------------

TOTAL RECREATION FUND.....	17,771,623
----------------------------	------------

RECREATION FOR THE HANDICAPPED FUND

1. Shared costs of Special Recreation Association...	\$ 498,718
--	------------

2. ADA Compliance Instructors.....	287,222
------------------------------------	---------

3. ADA Programs.....	235,000
----------------------	---------

TOTAL FOR THE RECREATION FOR THE HANDICAPPED FUND	\$1,020,940
---	-------------

MUSEUM FUND

Salaries:

1. Program Supervisors.....	\$304,767
-----------------------------	-----------

2. Program Instructors.....	216,121
-----------------------------	---------

3. Program Leaders.....	155,978
-------------------------	---------

4. Attendants and Guards.....	32,880
5. Maintenance.....	78,935
6. Office Staff.....	<u>147,647</u>
TOTAL.....	<u>\$ 936,328</u>

Services:

1. Facility and Equipment Repair & Operation.....	\$ 27,956
2. Printing, Postage and Advertising.....	450
3. Subscriptions and Dues.....	1,791
4. Professional and Contractual Services.....	26,202
5. Equipment Rental	9,108
6. Transportation and Admissions	36,834
7. Transfers and Allocations	<u>106,996</u>
TOTAL.....	<u>\$209,337</u>

Utilities:

1. Electricity.....	\$ 5,447
2. Water.....	1,976
3. Gas.....	9,910
4. Communications.....	6,732
5. Security Alarm Service.....	<u>5,299</u>
TOTAL.....	<u>\$29,364</u>

Supplies:

1. Program Supplies.....	\$ 36,316
2. Maintenance Supplies.....	6,917
3. Office Supplies.....	700
4. Landscaping.....	2,350
5. Concession Supplies.....	<u>1,260</u>
TOTAL.....	<u>\$ 47,543</u>

General Government:

1. General Administrative.....	\$ 5,310
--------------------------------	----------

2. Employees Medical Insurance.....	98,792
TOTAL.....	104,102
TOTAL MUSEUM FUND.....	\$1,326,674

ILLINOIS MUNICIPAL RETIREMENT FUND

1. Contributions to Employee Pensions.....	\$ 442,819
--	------------

INSURANCE PROTECTION

1. Salary & Wages Supervisor.	\$ 76,960
2. Salary & Wages Instructors	1,500
3. General Administrative.....	9,472
4. Safety Programs.....	124,796
3. Illinois Unemployment Compensation Insurance.....	8,500
4. Liability Insurance.....	397,020
TOTAL INSURANCE PROTECTION FUND.....	\$ 618,248

SOCIAL SECURITY FUND

1. Social Security.....	1,081,775
-------------------------	-----------

AUDIT FUND

1. Annual Audit Services.....	\$ 48,000
-------------------------------	-----------

GENERAL OBLIGATION BOND RETIREMENT FUND

1. Principal and Interest on Bonds Issues May 1, 2007 Series 2007B CABS.....	\$2,300,000
2. Principal and Interest on 2022A Limited Tax Bonds Issued April 2022 Series 2022A.....	\$ 596,836
3. Principal & Interest on Series 2024	\$2,730,777
4. Paying Agent Fees/Professional Fees.....	36,400
5. Transfers Out.....	\$ 200,000
TOTAL GENERAL OBLIGATION BOND RETIREMENT FUND....	\$5,864,013

Section 3 That the several sums hereinbefore mentioned, the aggregate amount of which is \$37,372,257 are hereby appropriated as proportionate fractional

parts of said amount of \$37,372,257. That all of the unexpended balances of any item or items of any general appropriation made in this Ordinance be expended in making up any insufficiency in any item or items in the same general appropriation made by this Ordinance, in accordance with applicable law.

Section 4: That all unexpended balances from appropriations of previous years are hereby re-appropriated for the same or similar purposes.

Section 5: That the invalidity of any portion of this Ordinance, or any of the items thereof, shall not render invalid any other portion or item thereof which can be given effect without the invalid part.

Section 6: That this Ordinance shall be in full force and effect after its passage and approval according to law.

PASSED THIS 17th day of June 2025

Ayes: Commissioners _____

Nays: Commissioners _____

Absent: Commissioners _____

APPROVED on this 17th day.

Of June, A.D., 2025

Susan Aberman
President Board of Park Commissioners
Skokie Park District
Cook County, Illinois

ATTESTED and filed in my office this.

17th day of June, A.D., 2025

Michelle J. Tuft
Secretary, Skokie Park District

(District Seal)

CERTIFICATE OF TREASURER/CHIEF FISCAL OFFICER

I, William G. Schmidt, do hereby certify that I am duly appointed and acting Treasurer of the Board of Park Commissioners of the Skokie Park District, Cook County, Illinois and that as such Treasurer I am the Chief Fiscal Officer of the corporate authority of said Park District.

I, do further certify that the annexed copy of the Annual Budget and Appropriation Ordinance of the Skokie Park District for the fiscal year beginning May 1, 2025, and ending April 30, 2026 is a full, true, complete, correct, and compared copy of said ordinance as duly adopted by the Board of Park Commissioners of said Park District on June 17, 2025. Within such ordinance, I do certify that the estimated revenues by source anticipated to be received is true and correct.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the Treasurer and Chief Fiscal Officer of the Board of Park Commissioners of the Skokie Park District at Skokie, Illinois on the 17th day of June 2025.

William G. Schmidt, Treasurer
Skokie Park District

ATTEST:

Michelle J. Tuft, Secretary

(District Seal)

CERTIFICATION

I, Michelle J. Tuft, hereby certify that I am the duly appointed Secretary of the Board of Park Commissioners of the Skokie Park District, Cook County, Illinois, and that as such I am the keeper of the ordinances, resolutions and minutes of the Board of Park Commissioners of said Park District and the Park District seal.

I hereby further certify that attached hereto is a true and complete copy of the Annual Budget and Appropriation Ordinance of the Skokie Park District for the fiscal year beginning May 1, 2025, and ending April 30, 2026 duly adopted by the Board of Park Commissioners at a regular meeting held on June 17, 2025.

Michelle J. Tuft, Secretary
Skokie Park District

(District Seal)

**SKOKIE PARK DISTRICT
TREASURER'S REPORT
June 17, 2025**

The status of the cash balances and investments as of May 31, 2025, is in the board packet.

The summary of these funds is attached.

As of May 31, 2025, \$6,761,883 of levy year 2024 money has been collected.

The details of the accounts are available on request.

At the bottom of the Cash Balances and Investments is the listing of tax collections by year.

If you have any questions, please let me know.

William G. Schmidt
Treasurer, Skokie Park District

**SKOKIE PARK DISTRICT
TREASURER'S REPORT
CASH BALANCES AND INVESTMENTS
JUNE 17, 2025
(As of 05/31/2025)**

GENERAL FUND

CASH CHECKING ACCOUNTS CHASE/BANK ONE: 2.30% \$13,322,055.15

INVESTMENTS WITH JPMORGAN CHASE/BANK ONE

Savings: 0.8%	208,124.17
CERTIFICATE OF DEPOSIT: Renewal due 11/14/25 - 4.7% MV	245,398.22
CERTIFICATE OF DEPOSIT: Renewal due 4/6/26 - 4.1% MV	244,530.90
CERTIFICATE OF DEPOSIT: Renewal due 5/26/26 - 4.25% MV	244,847.22

INVESTMENT WITH NORTH SHORE COMMUNITY BANK & TRUST

CERTIFICATE OF DEPOSIT: Due 1/23/26 – 3.75%	628,625.73
---	------------

INVESTMENT WITH FIRST BANK CHICAGO

CERTIFICATE OF DEPOSIT RENEWAL DUE 6/20/25 4.79%	273,620.60
--	------------

CERTIFICATE OF DEPOSIT RENEWAL DUE 6/20/25 4.79%	261,178.89
--	------------

TOTAL CASH AND INVESTMENTS:	\$15,428,380.88
-----------------------------	-----------------

TAX COLLECTIONS BY TAX YEAR (AT 05/31/2025)

YEAR	\$ COLLECTED	% OF LEVY
2019	10,875,847.93	96.68%
2020	11,042,255.46	97.24%
2021	11,465,833.78	98.19%
2022	12,414,361.70	99.03%
2023	12,678,140.01	98.19%
2024	6,761,883.45	--



Skokie Park District **BOARD SUMMARY**



Date: June 17, 2025

To: Board of Park Commissioners

From: Michelle Tuft, Executive Director

RE: Final Status of 2024-2025 District Goals

Summary: The District has a series of annual goals broken up by division or facility which are related to the District's Vision, Mission, and Core Values.

The attached spreadsheet details the various goals and final status for 2024-25. Staff will answer any questions you may have at the board meeting.

Recommendation: None.

Motion: No motion required, for informational purposes only.

Skokie Park District Goals 2024-25							
5/31/2025 - Final							
	Start Date	End Date	Responsible Staff	Core Value/Mission Statement Focus	Status	Comments	
Administration							
Begin planning for comprehensive plan update, including a community wide survey	Sep-24	Apr-25	Tuft/Labus/Guynn	Commitment/Service	Underway	Comp plan and survey are in progress.	
Begin planning for Sports Park East Development	Jun-24	Apr-25	Tuft/Guynn	First Rate Facilities	Completed		
Continue addressing Native park names by meeting with tribes	May-24	Apr-25	Tuft/Guynn	Inclusiveness/Service/Openness	Completed	Will continue to address overtime, but have implemented all possible changes from input received.	
Update Environmental Policy	Nov-24	Apr-25	Tuft/Guynn/Hansen	Environmental stewardship	Moved to 2025-26		
Implement an All Camp Staff Training for summer 2024 staff	May-24	Jun-24	Labus/Amato	Service	Completed		
Provide a 'Who's Who' document for the part-time and full-time new hire onboarding	May-24	Feb-25	Gualano/Labus	Commitment/Service	Completed	Interactive Org Chart is online.	
Create new format and send out participation surveys quarterly	May-24	Apr-25	Labus/Amato	Service	Moved to 2025-26		
Update the Skokie Park District Alcohol Policy for programs, events, and rentals	May-24	Apr-25	Labus	First Rate Facilities	Completed	Alcohol policy is updated and being added to universal rental and birthday request form. Will roll out in fall 2025.	
Create a welcome video to be included in the onboarding process for part-time and full-time staff.	May-24	Apr-25	Amato/Bottorff	Inclusiveness	Completed	Video shown at all camp staff training. Minor tweaks being implemented.	
Establish and execute DEI committee goals for 2024/2025 fiscal year	May-24	Apr-25	Amato	Inclusiveness	Completed		
Create an annual DEI survey for part -time and full-time staff to take	May-24	Jun-25	Amato	Inclusiveness	Completed		
Design and install 'Welcome' signs at Oakton, Devonshire, Emily Oaks, Park Services, Skatium, and Weber Center.	May-24	Apr-25	Amato	Inclusiveness	Moved to 2025-26	Marketing finalizing signs. Signs should be installed by August 2025.	
Complete review of job descriptions and benchmarking	May-24	Apr-25	Gualano	Service	Moved to 2025-26	95% complete. Finishing Parks Division.	
Redo staff evaluations	Jan-25	Apr-25	Gualano/Tuft	Service	Moved to 2025-26		
Reestablish a staff recognition committee	May-24	Apr-25	Gualano	Service	Completed	The committee is active and has planned a staff get together in January and is working on the recognition party in April.	
Establish a staff wellness committee	Jan-25	Apr-25	Gualano	Service	Moved to 25-26	Jennie Bever has added this as a goal to assist with this committee for FY 25/26.	
Capital Improvement Projects							
Note: Some capital projects are under facility goals							
Plan Lawler Park renovations and begin demolition	May-24	Nov-24	Guynn/Hacker	First Rate Facilities	Completed		
Renovate Pawnee Park	May-24	Jul-24	Guynn	First Rate Facilities	Completed		
Repair shop yard	Jun-24	Jul-24	Guynn/Hacker	First Rate Facilities	Completed		
Complete flooring improvements at WLC bathrooms/OCC Exploritorium/DCC Program 1 and 2	Sep-24	Mar-25	Guynn	First Rate Facilities	Completed		
Renovate Oakton Park concessions pickleball room	Feb-25	Apr-25	Guynn	First Rate Facilities	Moved to 2025-26	In progress, just not completed.	
Replace water fountains at Winnebago, Lyon, and Gleiss Parks	Jul-24	Oct-24	Haben	First Rate Facilities	Completed		
Repair and color coat tennis courts at Devonshire, Gleiss, Lauth, Lyon, Schack and Skokie Tennis Center	May-24	Sep-24	Guynn	First Rate Facilities	Completed		
Mill and repave basketball courts at Gleiss, Gross Point, Lauth, Lyon, Oakton, Playtime, and Winnebago Parks	Aug-24	Nov-24	Guynn	First Rate Facilities	Completed		
Repair asphalt at Gross Point path/parking lot, Tennis Center west lot, Devonshire path, and Oakton path	Aug-24	Nov-24	Guynn	First Rate Facilities	Completed		
Replace electronic signs at Weber Leisure Center and Oakton Community Center	Aug-24	Oct-24	Guynn/Bottorff	First Rate Facilities	Completed		
Replace backstop at Lauth Park	Jul-24	Dec-24	Guynn	First Rate Facilities	Completed		

Park Services						
Complete Lawler OSLAD grant reporting	Sep-24	Dec-24	Guynn	Fiscal Management	Completed	
Replace ballfield sideline turf at Lauth/Oakton ballfields	Aug-24	Nov-24	Gacki/Hallm	First Rate Facilities	Completed	
Install solar panels at Park Services	Sep-24	Dec-24	Guynn	Environmental Stewardship/Sound Fiscal Management	Moved to 2025-26	
Revamp the Park Services onboarding process and implement	Jul-24	Apr-25	Guynn/Kirland/Hava	Service	Completed	
Install and manage apiary at Sports Park	Jun-24	Apr-25	Hallm/Kosiek	Environmental Stewardship	Completed	
Install tennis court hitting wall	Jul-24	Oct-24	Haben	First Rate Facilities	Completed	
Business Services/IT						
Meet or exceed FY 2024-2025 budget	May-24	Apr-25	Staff/WGS	Sound Fiscal Management	Awaiting audit	
Continue the Implementation of Multi Factor Authentication System	May-24	Oct-24	IT/WGS	Innovation/Commitment	Underway	Will complete in FY 2025-26
Hire/ organize the IT Department/IT Director	Aug-24	Oct-24	WGS/MT/SG	Innovation/Commitment	Completed	Moving forward with current structure.
Create a Server Maintenance Policy	May-24	Jun-24	IT/WGS	Innovation/Commitment	Completed	
Complete Audit by 09/01/2024	May-24	Jun-24	WGS/LL/NP	Sound Fiscal Management	Completed	
Support successful camp and seasonal registration processes	May-24	Apr-25	WGS/IT	Innovation/Commitment	Completed	
Begin upgrades to Windows 11	May-24	Apr-25	WGS/IT	Innovation/Commitment	Ongoing	done in October
Begin transition to new Financial Software	Oct-24	Apr-25	WGS/LL/NP	Sound Fiscal Management	Completed	Transition is completed, but staff are still being training and additional modules will be added over time.
Establish and manage new Ruhe scholarship program	Jul-24	Apr-25	WGS/BL	Sound Fiscal Management	Completed	Guidelines were created for the scholarship.
Improve timeliness of bank reconciliations	Dec-24	Apr-25	WGS/NP/LL	Sound Fiscal Management	Completed	Will continue to improve in FY 2025-26
Recreation, Revenue Facilities, Safety & Marketing						
Aquatics						
Complete pump inspections and develop a repair/replacement plan	Jun-24	Nov-24	Runkle	First Rate Facilities	Completed	
Replace drop slide at Devonshire Aquatic Center	May-24	Jun-24	Runkle/Guynn	First Rate Facilities	Completed	
Renovate Devonshire Aquatic Center concessions area	Sep-24	Mar-25	Runkle/Haben/Guynn	First Rate Facilities	Completed	
Replace shade canopies	Sep-24	Apr-25	Runkle	First Rate Facilities	Completed	
Replace roof at Devonshire Aquatic Center	Sep-24	Nov-24	Guynn	First Rate Facilities	Completed	
Install solar panels at Devonshire Aquatic Center	Oct-24	Dec-24	Guynn	First Rate Facilities	Completed	
Paint pool at Devonshire Aquatic Center	Oct-24	Apr-25	Runkle	First Rate Facilities	Completed	
Athletics						
Develop and implement a new marketing plan and program schedule for Oakton's Outdoor Pickleball Courts	Aug-23	Jun-24	DeLeonardis/Bottorff/Labus	Service	Completed	Social media posts, program guide, QR schedules, and spotlight guide marketing pushes have been made. Signage has been designed and posted.
Research and review the implementation of court reservation system for pickleball and tennis	May-24	Apr-25	DeLeonardis/Labus/Khanisho	First Rate Facilities	Completed	Researched different platforms to implement at the new Oakton pickleball courts. At this time there will be no reservation system implemented.
Create and implement a streamlined and digitized system for scheduling, tracking, and payment of officials	May-24	Apr-25	DeLeonardis/Labus	Service	Completed	Will implement in Fall 2025.

<i>Devonshire Cultural Center</i>						
Replace classroom heaters	Aug-24	Sep-24	Haben	First Rate Facilities	Completed	
Reglaze windows	Jul-24	Oct-24	Haben	First Rate Facilities	Completed	
Construct/install dance room closet	Sep-24	Mar-25	Haben/Goldberg	First Rate Facilities	Completed	
Develop a consistent fundraising effort for the dance program	Dec-25	Apr-25	Horwitz/Goldberg	Sound Fiscal Management	Completed	
Purchase mobile stage lighting	May-23	Apr-24	Horwitz/Poulos	First Rate Facilities	Completed	
<i>Dammrich</i>						
Replace furnace/air conditioning units	Jun-24	Aug-24	Haben	First Rate Facilities	Completed	
Develop new boat arrangement plan	Nov-24	Feb-25	Guynn/Runkle	First Rate Facilities	Moved to 2025-26	
Update pricing structure and billing procedures	Nov-24	Mar-25	Runkle	First Rate Facilities	Completed	
<i>Emily Oaks Nature Center</i>						
Update the Emily Oaks Facility Operations manual with all information needed for annual operations, maintenance, and emergencies.	May-24	Apr-25	Hansen	Commitment	Underway	Updates in progress.
Pursue relations with neighboring utilities to work more cooperatively on reducing the influx of invasive species onto the Emily Oaks grounds. This would include ComEd, Nicor, CTA and Village of Skokie.	May-24	Apr-25	Hansen	Commitment/environmental Stewardship	Completed	
Develop a plan for thinning the oaks at Emily Oaks. This includes researching and calculating optimal tree density and identifying appropriate trees for removal by size, age and health. Monitor results.	May-24	Apr-25	Hansen	Commitment/Environmental Stewardship	Completed	Planning underway for winter 2024 thinning. To prevent the spread of disease, oak culling should only be done after/during a hard freeze.
Repair greenhouse	May-24	Oct-25	Guynn/Hansen	Environmental Stewardship/First Rate Facilities	Moved to 2025-26	
Repair masonry	May-24	Apr-25	Haben/Hansen	First Rate Facilities	Moved to 2025-26	
Repair fireplace	May-24	Apr-25	Haben/Hansen	First Rate Facilities	Moved to 2025-26	
Repair HVAC	Jul-24	Dec-24	Haben	First Rate Facilities	Completed	
Install carport	May-24	Apr-25	Haben/Hansen	First Rate Facilities	Completed	Decided to hold off on carport due to space restraints.
<i>Marketing</i>						
Coordinate marketing message for facility rentals with alcoholic beverages	May-24	Apr-25	Bottorff/Labus/Guynn	First Rate Facilities/ Service	Completed	
Research, purchase and implement analytics for QR codes	Jun-24	Aug-24	Bottorff/Pozner	Innovation/Service	Completed	
Work with IT to implement a ticketing system for marketing jobs	Jun-24	Sep-24	Bottorff/Catania/Pozner	Innovation	Completed	
Prepare, implement and manage a marketing plan for the Oakton and Weber LED signs	Jul-24	Oct-24	Bottorff/Walker	Service/Innovation	Completed	
Increase diversity in photos for publications, websites and social media posts	May-24	Apr-25	Bottorff/Walker/Gomez	Inclusiveness/Creativity	Completed	
Attend continuing education through NRPA and IPRA marketing sessions	Oct-24	Jan-25	Bottorff/Pozner	Commitment	Completed	
<i>Oakton Community Center</i>						
Select and install Exploritorium toddler area exhibit	May-23	Jun-24	Fletcher/Mergler	First Rate Facilities	Completed	
Replace Building Automation System (BAS)	Jul-24	Nov-24	Haben	First Rate Facilities	Moved to 2025-26	
Install new flooring throughout the Exploritorium, including lobby, water area, toddler area and theatre	Sep-24	Oct-24	Fletcher/Mergler/Guynn	First Rate Facilities	Completed	
Renovate first floor and Exploritorium restrooms	Sep-24	Oct-24	Guynn/Fletcher	First Rate Facilities	Completed	
Install new exhibit for the theatre area of the Exploritorium	Dec-24	Apr-25	Fletcher/Merliger	First Rate Facilities	Completed	

<u>Pooch Park</u>						
Complete Pooch Park renovations including asphalt path, shelter, fencing, new agility equipment, new benches, tables and garbage cans and landscaping	May-24	Dec-24	Guynn	First Rate Facilities	Completed	
Develop/Plan memorial feature	May-24	Apr-25	Bidstrup/Guynn	First Rate Facilities	Moved to 2025-26	
<u>Skatium</u>						
Redevelop the hockey house league program	May-24	Apr-25	Von helms	Service	Completed	
Improve concession operations and customer satisfaction through tracking, surveys, and marketing	May-24	Apr-25	Von helms/Labus	Service	Completed	Renewed concession agreement and working with vendor to implement survey in FY 25/26.
Research lighting enhancements for the Ice Rink to implement cosmic skating for open skates, birthday parties, and rentals	May-24	Apr-25	Von helms/Luecke	Innovation	Completed	Researched and decided to put on hold due to cost and plans for use.
<u>Skokie Heritage Museum</u>						
Revamp museum's presence on webpages, brochure page, bookable offerings	May-24	Apr-25	England	Commitment	Completed	Brochure page updated and updated webpages and offering additional bookable offerings.
Develop exhibit to coincide with new Village Seal, educating the public about appropriation of Native American images, words, etc. throughout Skokie history.	May-24	Apr-25	England	Commitment/Service	Completed	
Create new community partnership with one new school for volunteers and programs.	May-25	Apr-25	England	Service	Completed	Working with two new school districts, participated in a Volunteer Palooza, and signed on to Oakton Service Learning Center
Apply for IMLS grant to support catching up on 21K+ hours of collections backlog and public access portal.	May-25	Apr-25	England	Commitment/Sound Fiscal Management	Not Completed	Looking into other grant opportunities and at this time there is no need due to the increase of volunteers added that will be helping with the backlog of collections.
<u>Sports Park/Golf</u>						
Purchase additional tarp walls/heaters for more stations	Sep-24	Nov-24	Guynn/Hejnowski	First Rate Facilities	Completed	
Expand new grass tee area	May-24	Aug-24	Savoie	First Rate Facilities	Moved to 2025-26	The expansion was completed, but issues with the soil have prevented the grass from completely growing in. Amendments are being made and the tees will open next season.
Hire additional golf pros or instructors	May-24	Apr-25	Hejnowski	Service	Completed	
Hold two glow in the dark golf events at Weber Park Golf Course	May-24	Sep-24	Hejnowski/Quinlan	Innovation	Completed	
Hold two club event at Weber Park Golf Course	Jul-24	Sep-24	Hejnowski/Quinlan	Innovation	Completed	
Hold mini golf tournament at Skokie Sports Park	Jul-24	Aug-24	Hejnowski/Quinlan	Innovation	Moved to 2025-26	registration underway for 2025 event
Purchase new utility carts for Sports Park and Weber Golf Course	May-24	Nov-24	Savoie	First Rate Facilities	Completed	
Replace irrigation at Sports Park	Oct-24	Nov-24	Guynn	First Rate Facilities	Completed	
Refurbish kids play equipment on mini golf Kids Quest course	Sep-24	Nov-24	Guynn/Haben	First Rate Facilities	Completed	
<u>Tot Learning Center</u>						
Collaborate with marketing department to create new marketing tools and logo to advertise Tot Learning Center	May-24	Apr-25	Khan/Amato/Bottorff	Commitment	Completed	
Hire a mental health consultant to work directly the children and staff	May-24	Apr-25	Khan	Integrity and Openness	Completed	
Setup monthly observations and quarterly all staff meetings to ensure curriculum, classroom and behavior management is appropriate and supportive	May-24	Apr-25	Khan	Commitment	Completed	
<u>Weber/Fitness First</u>						
Renovate west corridor bathrooms and second floor bathrooms	Dec-24	Mar-25	Guynn/Bontly	First Rate Facilities	Completed	
Install solar panels	Jun-24	Sep-24	Guynn	Environmental Stewardship/Sound Fiscal Management	Completed	
Purchase and install new Fitness First equipment	May-24	Apr-25	Bontly/Bever	First Rate Facilities	Completed	
Revamp the Community Basketball League at Weber under new supervisor	May-24	Mar-25	Bontly/Kasper	Commitment	Completed	
Expand program participation and revenue by 15% by adding a minimum of four new programs	May-24	Apr-25	Bontly/Kasper	Innovation	Completed	
Create and implement two trainings per year for part-time staff and a monthly highlight email to part-time staff	May-24	Apr-25	Bontly	Commitment	Completed	

<u>Safety</u>						
Continue confined space assessment and training	May-24	Aug-24	Amanda Green	Service	Completed	
Complete ammonia assessment to ensure safety and overall training	May-24	May-24	Amanda Green	Service	Completed	
Update facility supervisor inspection reports to increase consistency with reporting and information	May-24	Nov-24	Amanda Green	First rate facilities	Completed	
Update the Safety Manual and Policies	May-24	Nov-24	Amanda Green	Commitment	Completed	
Create and implement an annual safety training calendar	May-24	Jan-24	Amanda Green	Service	Completed	



Skokie Park District BOARD SUMMARY



Date: June 17, 2025

To: Board of Park Commissioners

From: Michelle Tuft, Executive Director

RE: Review and Approval of 2025-26 District and Division Goals

Summary: Attached are the District's goals for the 2025–26 fiscal year. The format has been updated to organize objectives under nine overarching District-wide goals. Each department has contributed specific goals that align with and support these broader priorities.

These goals were developed with input from administrative, management, and supervisory staff across all divisions of the District.

Staff will be available to answer any questions and to discuss any additions, deletions, or modifications the Board may wish to make.

A progress update will be provided to the Board in January 2026, with a final status report presented in June 2026.

Recommendation: Staff recommends approval of the 2025-26 goals.

Motion: Move to approve the 2025-26 Park District goals.

2025-26 Goals

1. Enhance Community and Staff Engagement	Facility or Department Goal	Staff Responsible	Completion Date	Status
ADMINISTRATION	Complete district-wide survey and incorporate into comprehensive plan	Tuft	9/1/2025	
	Utilizing consultant, receive feedback from stakeholders (via Zoom) and the general public (at Festival of Cultures) regarding the district's comprehensive plan.	Tuft	6/1/2025	
	Utilizing a consultant, complete community wide survey.	Tuft	8/1/2025	
	Hire referendum consultant to determine if the public would support a referendum to develop Sports Park East and Channelside South.	Tuft	10/1/2025	
	Utilizing consultant, engage the public regarding possible development at Channelside South	Tuft	10/1/2025	
	Plan quarterly staff parties, one per season	Gualano	5/1/2026	
AQUATICS	Offer "World's Largest" Swim lesson to Skokie Park District's summer campers to promote water safety and drowning awareness.	Runkle/Bidstrup	8/1/2025	
	Offer two staff team building outings per year. A kickball game, Skokie Water Playground staff vs. Sports Park Staff on June 26 and an additional outing during winter break.	Runkle/Bidstrup	1/1/2026	
BUSINESS SERVICES	Provide Tyler Technology internal trainings.	Le/Schmidt/Portillo/Hyatt	10/1/2025	
DEVONSHIRE CULTURAL CENTER	Actively participate in the Skokie Arts Commission by sending one delegate to each monthly meeting. Engagement with the Commission will support the development of new program offerings and foster collaboration with community partners.	Horwitz	4/1/2026	
	Work with the Preschool Parent Committee to create a community informational night, including awareness of early childhood programs.	Carr	5/1/2025	
	Invite five local schools to attend a Thin Ice technical rehearsal aiming to secure at least 100 student attendees to generate additional revenue and community involvement.	Goldberg	4/1/2026	
EMILY OAKS NATURE CENTER	Continue to work with the seven local school districts to expand programming by developing two additional field trip activities to match their needs based on FY 24/25 survey results. Increase participation by 5% over the course of the next school year.	Schaeffer	4/30/2026	
	Provide an opportunity for families to engage in the Land Management efforts by offering two (fall and spring) family workdays in cooperation with the Land Management team. The workdays will be geared towards families with children 9-14 years old and will involve helping to remove invasive species and doing trail maintenance.	Taira	4/30/2026	
	Attend the monthly meetings of Go Green Skokie, a citizen organization whose mission is "to support, educate, and advocate for environmentally sustainable action in Skokie." Attend the Village of Skokie Sustainable Environmental Advisory Commission (SEAC) whose purpose is "to be a resource for the Mayor and Board of Trustees, informing them how their actions and policies may impact the Village of Skokie on an environmental basis." Participate in and represent the Skokie Park District at these meetings with the goals of sharing information, supporting initiatives, and forming liasons. Report to the SPD Environmental Action Team on agenda items for both groups. Attend at least 75% of the Go Green Skokie monthly meetings and 75% of the SEAC bimonthly meetings.	Hansen	4/30/2026	

GOLF	Hold golf staff team building activity.	Hejnowski/Quinlan	9/1/2025	
SKOKIE HERITAGE MUSEUM	Collaborate with Downtown Merchants for the Skokie Heritage Day in September and their annual Cookie Walk in December to coincide with the Firehouse Winterfest.	England	12/31/2025	
	Collaborate with Skokie Public Library and Skokie Historical Society on the time capsule project and related programs for the opening and collection of new materials for the next time capsule.	England	12/31/2025	
SKATIUM ICE ARENA	Prepare a customer satisfaction survey for concessions.	Von helms	10/1/2025	
PARK SERVICES	Provide spring bulbs to the public as a giveaway event	Hallm	6/1/2025	
OAKTON COMMUNITY CENTER	Strengthen relationship between SPACE and school district staff through quarterly check-in meetings at all school districts.	Tyler	4/1/2026	
	Offer a re-opening event at the Exploritorium to highlight facility updates such as the addition of the tiny town and new playground structure.	Mergler	1/30/2026	
TOT LEARNING CENTER	Increase parental involvement in the Pre-K classroom by offering families the opportunity to sign up and read a book during story time. This new offering will be call 'Celebrity Reader' and will be offered two times each month, beginning June 2025 through April 2026.	Howd/Redzovic	4/1/2026	
	Enhance parent-teacher engagement by organizing two family outings with staff, at kid-friendly restaurants.	Daniel/Fatima	9/1/2025	
HUMAN RESOURCES	Rollout discussion forms in Paycom.	Gualano/JahJah	10/1/2025	
	Complete compensation and classification survey.	Gualano	9/1/2025	
SAFETY	Build and rollout Safety Central on intranet.	Green	12/1/2025	
WEBER LEISURE CENTER	Establish a Wellness Committee with at least five staff members representing various departments. Plan and launch one wellness challenge or experience per quarter (e.g., fitness challenge, mindfulness workshop, healthy eating initiative) for employees, with a minimum participation rate of 20-25% of full-time staff each quarter.	Bever	10/31/2025	

2. Increase Accessibility and Inclusiveness	Facility or Department Goal	Staff Responsible	Completion Date	Status
ADMINISTRATION	Complete an ADA audit.	Guynn	4/30/2026	
	Develop and implement an ADA compliance checklist and audit plan for staff to evaluate events and programs.	Labus/Amato	4/30/2026	
	Install welcome signs in various languages in all facilities	Amato/Bottorff	7/1/2025	
AQUATICS	Establish a comprehensive language access program for park district staff, including a translation services contract, staff training, and enhanced customer service support.	Amato	4/30/2026	
	Work with M-NASR to increase awareness and attendance for sensory events.	Runkle/Bidstrup	8/1/2025	
	Create an accesible concrete walkway and party area at the Devonshire Aquatic Center.	Guynn	7/1/2025	
	Work with M-NASR to provide inclusion training to pool managers.	Runkle/Bidstrup	8/1/2025	
DAMMRICH ROWING CENTER	Develop new boat arrangement plan.	Guynn/Runkle	11/1/2025	
DEVONSHIRE CULTURAL CENTER	Offer 1-2 culturally significant art classes - culinary class, event, or art display each season.	Robinson	4/1/2026	
	Offer and implement Queer Clothing Swap in October 2025.	Carr	10/1/2025	
EMILY OAKS NATURE CENTER	Promote inclusion in Emily Oaks camp programs by equipping all camp directors with "buddy bags" that include noise cancelling headphones, fidgets, behavioral health supports like meditation and relaxation cards, and visual schedules. Throughout the year, these bags can also be available to trail visitors.	Schaeffer	6/30/2025	
	Investigate the feasibility, including cost and storage, of adding a wheelchair at Emily Oaks Nature Center that could be taken on the trails to increase accessibility to patrons.	Martin	4/30/2026	
	Offer a neurodiversity inclusive family program, specifically a bird-themed Neurodiverse Nature Trail that, among other activities, uses various tools to assist individuals with sensory processing differences while teaching them about birds and birding.	Taira	4/30/2026	
GOLF	Complete grass tee expansion (allow grass to grow).	Savoie/Hejnowski	8/1/2025	
	Add new accessible walk behind the concrete tees.	Guynn	6/1/2025	
PARK SERVICES	Improve concrete walkways at Devonshire, Oakton, Schack, Pawnee, Lorel, Hamlin, Gross Point, Channelside, Laramie, Emerson, and Tot Learning Center.	Guynn	6/1/2025	
	Repave asphalt path at Devonshire Park.	Guynn	9/1/2025	
	Address concrete/brick issues at Onondowa'ga Park and incorporate new play equipment with accessible features and amenities.	Guynn	6/1/2025	
	Address concrete/brick issues at Terminal Park and incorporate new play equipment with accessible features and amenities.	Guynn	6/15/2025	
	Address concrete/brick issues at Lee-Wright Park and incorporate new play equipment with accessible features and amenities.	Guynn	7/1/2025	
	Address concrete/brick issues at Lauth Park and incorporate new play equipment with accessible features and amenities.	Guynn	6/1/2025	
TOT LEARNING CENTER	Make all families feel included by acknowledging diverse holidays. A holiday calendar will be created and teachers will create lesson plans around each holiday. Lesson plans will include reading books on the holiday and creating art projects.	Ferguson/Saliba	4/1/2026	
	Create a center-wide bulletin board to highlight the staff at Tot Learning Center and the various languages spoken amongst them.	Howd/Redzovic	8/1/2025	
	Research offering music enrichment classes and sign language classes to Preschool and Pre-K classrooms throughout the year. Depending on costs, offer bi-monthly or monthly programs.	Khan	1/1/2026	
	Design and decorate the lobby to reflect the various cultural holidays celebrated by families, promoting inclusivity and cultural awareness throughout the year.	Daniel/Fatima	4/1/2026	

3. Expand Program and Wellness Offerings	Facility/Department Goals	Staff Responsible	Anticipated Completion Date	Status
ADMINISTRATION	Using data from the program analysis completed through the comprehensive plan, enhance programs and fill programming gaps.	Labus/Amato/Guynn	4/30/2026	
ATHLETICS	Expand Table Tennis offerings by adding a seasonal Table Tennis tournament (one per season) and adding a Youth Table Tennis Tournament.	Khnanisho	4/30/2026	
AQUATICS	Implement parent/tot water orientation class for Summer 2025.	Runkle/Bidstrup	8/30/2025	
	Work with District 219 to expand swim lessons and open swim offerings during the school year.	Runkle/Bidstrup	4/30/2026	
DEVONSHIRE CULTURAL CENTER	Add one new birthday party offering to serve a younger population of patrons with the goal of hosting at least three parties of this type by spring 2026.	Robinson	4/1/2026	
EMILY OAKS NATURE CENTER	Expand marketing of the new Emily Oaks school field trip activity, Nature Journaling, to three local high schools, focusing on classes and clubs that have previously not been catered or marketed to. This will be accomplished through targeted emails and in-person outreach with the goal of booking at least five new field trip groups over the school year.	Schaeffer	4/30/2026	
	Develop and implement a Monarch Butterfly Migration special event fund-raiser at with a goal of exceeding costs by a minimum of 30%.	Martin	9/30/2025	
GOLF	Hold mini-golf tournament at Sports Park	Hejnowski	8/30/2025	
PARK SERVICES	Encourage staff participation in the Parks and Rec Steps Challenge and try to average more than 85,860 (last year's average) steps as a team.	Guynn	11/1/2025	
OAKTON COMMUNITY CENTER	Offer after school clubs to District 73.	Hurwtiz	4/1/2026	
	Modify holiday events, Kooky Spooky Candy trail and North Pole Express by offering different entertainment and redesign the event offerings to increase customer satisfaction.	Mergler	4/1/2026	
	Increase Exploritorium birthday party availability by offering parties on Friday evenings.	Mergler	4/1/2026	
SKATIUM ICE ARENA	Expand the hockey program's offerings by introducing at least two new initiatives aimed at enhancing physical wellness and player development. These initiatives will include a weekly off-ice conditioning program to improve strength and agility, as well as a specialized skills clinic focusing on skating, puck handling, and shooting. Success will be measured by a 20% increase in participation and an 85% satisfaction rate based on feedback from players and their families.	Heisner	4/30/2026	
TOT LEARNING CENTER	Research and plan 2-4 educational field trips for 3-5 year olds.	Moran/Faheem	4/1/2026	
WEBER LEISURE CENTER	Introduce and demonstrate three simple stretching exercises for maintenance staff to complete before each shift.	Bontly/Rizzo/Thompson	7/1/2025	
	Actively encourage all maintenance/custodial staff to participate in the Parks and Rec Trek competition during fall 2025, aiming for at least 50% maintenance/custodial staff participation.	Bontly/Rizzo/Thompson	10/1/2025	
	Successfully plan and run a summer late-night adult 3-on-3 basketball tournament with a minimum of four registered teams.	Kasper	9/1/2025	
	Develop a tournament framework for adult volleyball, basketball, and cornhole events.	Kasper	11/30/2025	

4. Support Staff Development and Training	Facility/Department Goals	Staff Responsible	Anticipated Completion Date	Status
ADMINISTRATION	Develop a succession plan for the Athletic Department.	Labus	8/1/2025	
	Implement onboarding/offboarding checklist for full-time and part-time staff.	Labus/Gualano	4/1/2026	
	Design and implement a new staff evaluation tool and research compensation strategies.	Gualano/Tuft	2/1/2026	
	Develop and implement an annual staff planning and project calendar.	Labus/Amato	9/30/2025	
	Update board and administrative Manual.	Tuft	9/1/2025	
	Hold Board Workshop to review board manual.	Tuft	10/1/2025	
AQUATICS	Develop Head Lifeguard program to ease new lifeguards into the position and correct improper skill techniques sooner.	Runkle/Bidstrup	8/30/2025	
	Conduct mid-season training for late hires.	Runkle/Bidstrup	8/30/2025	
ATHLETICS	Hold four seasonal meetings with the Racquet Sports staff to generate new ideas and review procedures, customer service guidelines, and safety protocols.	Khnanisho	4/30/2026	
BUSINESS SERVICES	Provide continued Tyler Technogy trainings to ensure staff understand the new system.	Le/Portillo/Hyatt/Schmidt	10/1/2025	
INFORMATION TECHNOLOGY	Establish, analyze and improve overall ticketing system metrics.	Catania/Marta	9/1/2025	
	Implement advanced analytics and deploy analytics tools and train staff to interpret data.	Catania/Marta	12/1/2025	
DEVONSHIRE CULTURAL CENTER	Send select theatre staff to the National Community Theatre Conference to network and explore the opportunities for theatre competition.	Horwtiz/Goldberg	6/1/2025	
EMILY OAKS NATURE CENTER	Provide leadership of the Environmental Action Team (EAT) with a minimum of six, regularly scheduled meetings planned for the year, and train the returning and new team members from each facility and/or department on the Environmental Policy and the relevance to their facilities and programming. Train a co-coordinator to share the leadership and potentially take over coordination of EAT in the future.	Hansen	4/30/2026	
	Provide three all-staff training events/opportunities to reacquaint staff with recycling requirements, cleaning product purchasing and use, and ways to minimize use of energy and water. Additional topics can be addressed if time permits, including landscaping with native plants and food composting for rental events. Training may take place at monthly Staff Announcements, individual facility meetings, and district-wide functions.	Hansen	4/30/2026	
SKOKIE HERITAGE MUSEUM	Develop volunteer program benefits and recognition program, and further refine and finalize volunteer onboarding process, manual, and training materials.	Guthrie	4/1/2026	
PARK SERVICES	Develop promotion trajectory for Park Services division.	Gualano/Guynn	12/1/2025	
	Offer a parks safety training day.	Guynn/Green	11/1/2025	
OAKTON COMMUNITY CENTER	Train all Oakton staff, full-time and part-time, in new EAP practices and active shooter trainings.	Fletcher	4/1/2026	
	Train maintenance staff on best practices and safety.	Gaudet	4/1/2026	
TOT LEARNING CENTER	Improve the onboarding experience for new staff by ensuring consistent and class-specific information is covered with each new hire. Create a tailored onboarding checklist for each classroom.	Khan	4/1/2026	
	Bring in a trainer on inclusion during a staff development day.	Dinkha/Salcido	2/1/2026	
	Improve the onboarding experience for new staff, ensuring new staff are better prepared and more efficient from day one. Collect the classroom-specific information for the new onboarding checklist.	Ferguson/Saliba	4/1/2026	

5. Improve Safety and Infrastructure	Facility/Department Goals	Staff Responsible	Anticipated Completion Date	Status
ADMINISTRATION	Develop and plan a memorial feature at Pooch Park.	Tuft/Bidstrupp	5/1/2026	
	Develop concepts for development of Channelside South.	Tuft/Labus/Guynn	1/1/2026	
HUMAN RESOURCES/SAFETY	Update volunteer manual and retrain staff on volunteer requirements.	Gualano/Green	12/1/2025	
	Convert Material Safety Data Sheets to electronic.	Green	2/1/2026	
	Rollout new Emergency Action Plans (EAP) and implement emergency alert system district-wide.	Green	11/1/2025	
	Complete waiver updates district wide.	Green	10/1/2025	
AQUATICS	Offer CPR and First Aid classes to non-lifeguard staff.	Runkle/Bidstrup	8/30/2025	
	Introduce internal lifeguard audit program and revise daily Vigilance Awareness Testing protocols.	Runkle/Bidstrup	8/30/2025	
	Install the new party area at Devonshire Aquatic Center that includes a concrete pad, shade structure and picnic tables.	Guynn	6/1/2025	
EMILY OAKS NATURE CENTER	Repair masonry.	Guynn/Hanson	11/1/2025	
	Repair fireplace.	Guynn/Hanson	11/1/2025	
	Repair greenhouse.	Guynn/Hanson	11/1/2025	
GOLF	Add netting on both sides of the range to protect concrete tee patrons and grass tee patrons.	Guynn	6/1/2025	
	Add concrete tee area and expand number of Trackman units from 5 to 13.	Guynn	6/1/2025	
	Install the new permanent shelter.	Guynn	6/1/2025	
	Add new errant ball/stay out of water signs on mini golf courses.	Hejnowski	6/1/2025	
SKOKIE HERITAGE MUSEUM	Work with outside vendor(s) with expertise in historic preservation to review historic structures' needs and put together comprehensive plan with proposed timeline, budget, and potential funding sources to address immediate needs, plus a maintenance plan for each building to better address ongoing and long-term needs.	England	4/1/2026	
OAKTON COMMUNITY CENTER	Use PDRMA videos to train maintenance staff quarterly.	Gaudet	4/1/2026	
	Pass all facility inspections with zero major violations.	Gaudet	4/1/2026	
	Complete the installation of the new "Tiny Town" exhibit.	Guynn	6/1/2025	
	Complete the removal and replacement of the tubes and tunnels indoor playground.	Guynn	11/1/2025	
	Renovate 1st and 2nd floor bathrooms at Oakton.	Guynn	4/30/2026	

PARK SERVICES	Replace the Gleiss Park tennis courts and fencing.	Guynn	11/1/2025	
	Replace the Lauth Park tennis court and fencing.	Guynn	11/1/2025	
	Complete rennovation of Oakton Pickleball room.	Guynn/Labus	11/1/2025	
	Complete the parking lot repaving and repairs at the Oakton Park main and south lots.	Guynn	11/1/2025	
	Oversee the roof replacement at Skokie Water Playground.	Guynn	6/1/2025	
	Complete the bathhouse partition replacements at Devonshire Aquatic Center.	Guynn	6/1/2025	
	Continue the cyclical classroom heater replacement at Devonshire.	Hacker	12/1/2025	
	Complete the Devonshire hallway and vestibule flooring replacement and bathroom renovations.	Guynn	2/1/2025	
	Oversee the Oakton Building Automation System (BAS) replacement.	Hacker	6/1/2025	
	Repave Skokie Park Tennis Center east parking lot.	Guynn	11/1/2025	
	Repave Devonshire north parking lot, pathway system and basketball courts.	Guynn	11/1/2025	
	Repave Terminal basektball courts.	Guynn	11/1/2025	
	Repave Shawnee basketball courts.	Guynn	11/1/2025	
	Repave Shabonee basketball courts.	Guynn	11/1/2025	
	Begin planning and replacement of the Lyon Park playground and amenities.	Guynn	4/1/2026	
	Begin planning and replacement of Gleiss Park playground and amenities.	Guynn	4/1/2026	
SKATIUM ICE ARENA	Facilitate staff training to improve safety. Offer and lead yearly staff training in ammonia safety protocols and Emergency Action Plan.	von Helms	4/30/2026	
WEBER LEISURE CENTER	Complete removal and replacement of indoor track surfacing.	Guynn	8/1/2025	
	Review and translate custodial staff employee documents (operational and safety) into Spanish. Ensure that all translated documents are reviewed for accuracy by a native Spanish speaker and are accessible to all staff members.	Bontly	1/1/2026	
TOT LEARNING CENTER	Conduct weekly outdoor inspections, including removing weeds and raking woodchips and sand boxes.	St. John	4/1/2026	
INFORMATION TECHNOLOGY	Upgrade security protocols. Strengthen cybersecurity measures for internal systems and train IT staff.	Catania/Marta	11/1/2025	
	Continue the Implementation of Multi Factor Authentication System.	Catania/Marta	11/1/2025	
	Continue upgrades to Windows 11.	Catania/Marta	11/1/2025	

6. Strengthen Financial Sustainability	Facility/Department Goals	Staff Responsible	Anticipated Completion Date	Status
ATHLETICS	Implement a streamlined and digitized system for scheduling, tracking, and payment of officials.	Labus/Kasper	9/1/2025	
AQUATICS	Implement inventory tracking system for concession stands at both pools.	Runkle/Bidstrup	9/1/2025	
BUSINESS SERVICES	Complete bank reconciliations in a timely manner.	Schmidt/Portillo	4/30/2026	
	Successfully finish district audit.	Schmidt/Le/Portillo	9/1/2025	
	Successfully transition to Tyler Tech.	Schmidt/Le/Portillo	10/1/2025	
	Provide monthly financials in a timely manner.	Portillo	4/30/2026	
DEVONSHIRE CULTURAL CENTER	Improve revenues and reduce costs by enhancing the theatre volunteer program, exploring alternative funding sources (e.g., grants and fundraising), monitoring production expenses, and developing detailed production budget reports.	Horwtiz/Amato	4/1/2026	
	Host two preschool fundraisers throughout the school year. The fundraising will support the end-of-year parties.	Carr	4/1/2026	
	Hold quarterly financial review meetings with all full-time staff to monitor revenue and expense trends, ensuring alignment with budgetary goals and promoting financial accountability.	Horwtiz	4/30/2026	
PARK SERVICES	Complete \$115,000 DCEO grant Weber track replacement project.	Guynn	4/1/2026	
	Complete \$100,000 DCEO grant Lockwood sports courts.	Guynn	4/1/2026	
	Complete \$185,000 DCEO grant for Ondondowa'ga Park renovation.	Guynn	4/1/2026	
	Complete \$100,000 DCEO grant for Peccia playground.	Guynn	4/1/2026	
	Complete \$100,000 DCEO grant for Gross Point asphalt paving.	Guynn	4/1/2026	
	Complete \$500,000 Federal Community Project Funding Grant project for Lauth, Lee-Wright and Terminal Parks renovations.	Guynn	11/1/2025	
OAKTON COMMUNITY CENTER	Conduct quarterly budget reviews for the Active Adult program to ensure accurate expense tracking and provide reliable data for future budget planning. This will support the program's progress toward achieving a break-even financial status each fiscal year.	Gorelick	4/1/2026	
	Hold quarterly financial review meetings with all full-time staff to monitor revenue and expense trends, ensuring alignment with budgetary goals and promoting financial accountability.	Fletcher	4/1/2026	
	Evaluate the increasing cost of snacks at the SPACE program in relation to parent demand by researching whether other park districts offer snack programs. Incorporate a question into the end-of-year parent survey to assess the importance of the snack offering and gauge openness to its potential discontinuation.	Tyler	4/1/2026	

SKATIUM ICE ARENA	Seek out sponsorship opportunities and raise \$10,000 in funds through donations and events to support Symmetry Ice Theatre and set up a scholarship fund to pay for skater fees.	Hathaway	4/30/2026	
	Increase the revenue of the hockey program by raising at least \$3,000 through a combination of growing participation and revenue from the golf outing and online merchandise store. This will be achieved by increasing the number of players at each level by 5%, generating additional registration fees, raising funds through the golf outing with at least 20 participants and growing merchandise sales by 15%. Success will be measured by meeting the fundraising goal and securing at least 20 participants for the golf outing, as well as tracking merchandise sales, aiming for an 85% satisfaction rate from event participants and customers.	Heisner	4/30/2026	
WEBER LEISURE CENTER	Evaluate newly created inventory system on September 1 and February 1, to achieve purchasing on quarterly basis, with minimum quantities in stock. Update the minimum requirements to ensure three months of products are in stock at all times. Adjust the quarterly orders based on the evaluations of the inventory control.	Bontly/Rizzo/Thomps on	4/1/2026	

7. Enhance Marketing and Communications	Facility/Department Goals	Staff Responsible	Anticipated Completion Date	Status
ADMINISTRATION	Create a district-wide facility rental and birthday party request form that includes the alcohol policy.	Labus/Pozner	8/30/2025	
	Create a marketing plan to promote the new Oakton Pickleball Rental room.	Labus/Khnanisho	8/1/2025	
AQUATICS	Introduce water safety campaign on pool social medias.	Runkle/Bidstrup	8/1/2025	
	Create and post a minimum of three Tik Tok videos for Aquatics.	Runkle/Bidstrup	8/1/2025	
ATHLETICS	Launch a targeted marketing plan that includes hosting two free beginner friendly workshops/socials and two promotional deals. Email all new pickleball registrants within one week of sign-up to welcome them and share additional opportunities. Post monthly pickleball content on social media to boost visibility and engagement.	Khnanisho	4/30/2026	
COMMUNICATIONS & MARKETING	Implement a plan to decrease stock images in publications.	Bottorff/Walker	4/30/2026	
	Create more dynamic public facing marketing pieces.	Bottorff/Walker/Pozner	4/30/2026	
	Identify and better utilize the website, social media and e-news analytics.	Pozner/Gomez	4/30/2026	
	Work with IT to finalize rollout of SPD app and then monitor its effectiveness.	Bottorff/Pozner/Catania	4/30/2026	
	Research the viability of creating colorful ads in parks, on facility doors, sidewalks, fences, walls, etc., thereby better engaging Skokie's diverse ethnic population.	Bottorff/Walker/Pozner	4/30/2026	
DEVONSHIRE CULTURAL CENTER	Launch a monthly digital newsletter for dance families to provide updates on rehearsals, performances, fundraising opportunities, and important dates. The newsletter will be distributed via email and posted hard copies on the bulletin board. The goal is to achieve a 50% open rate and increased parent engagement measured through at least three interactive features (e.g., Q&A sections, feedback surveys, or featured student spotlights). Success will be tracked through email analytics and parent feedback.	Goldberg	4/1/2026	
	Create one post per season, showcasing student artwork and culinary creations on Devonshire and Skokie Park District's social media platforms to increase awareness of class offerings and outcomes.	Robinson	4/1/2026	
EMILY OAKS NATURE CENTER	Expand the marketing spreadsheet to enhance promotion of Emily Oaks Nature Center programs and special events by adding resources to the list, creating a weekly and seasonal promotion schedule, and training staff on the promotions process. Add an Emily Oaks Instagram account and increase the number of followers by 10% in six months.	Martin	11/1/2025	
	Develop and implement a seasonal marketing strategy for adult programming - to increase exposure to and participation in adult classes and events - including promotion through at least four local partners (e.g., libraries, Oakton emails, community centers, local businesses) and posting to a minimum of three online event calendars each season. The goal is to increase adult program attendance by 10%.	Taira	4/30/2026	

GOLF	Create a minimum of one Facebook post and one Instagram reel every two weeks.	Hejnowski/Quinlan	8/1/2025	
	Work with Marketing to promote new hitting stations with added Trackman monitors.	Hejnowski/Quinlan/Botto	8/1/2025	
	Develop post rental survey for party and shelter rentals.	Hejnowski/Quinlan	8/1/2025	
	Develop a minimum of two cross promotional opportunities with other district facilities.	Hejnowski/Quinlan/Botto	8/1/2025	
PARK SERVICES	Promote a minimum of four projects/operations on social media by contacting marketing for photos and posts.	Guynn/Bottorff/Gomez	11/1/2025	
OAKTON COMMUNITY CENTER	Research communication app and emergency forms options for the SPACE program, and compile data on features, costs, and user experience to support an informed purchasing decision.	Tyler	4/1/2026	
	Following the rollout of the Skokie Park District app, offer a free biannual training session for Active Adult participants to ensure they are confident and comfortable using the app's features.	Gorelick	4/1/2026	
SKATIUM ICE ARENA	Increase average weekly Facebook page engagement (measured by likes, comments, shares, and click-throughs) by 20% by implementing a consistent content schedule of three posts per week (one for figure skating, one for hockey, and one for the facility, i.e. public skating). This will directly support the community building strategy by increasing visibility and interaction with the target audience	Luecke	4/30/2026	
TOT LEARNING CENTER	Strengthen Tot Learning Center's marketing approach by analyzing competitors. Conduct research on local daycare centers, gathering information on their pricing and promotional strategies to support the development of a new marketing campaign.	Tailor/Bonoan Daniel/Fatima	4/1/2026	
	Capture photos of children throughout the school year and organize them in a shared folder to ensure the marketing team has access for use in upcoming campaigns.	Tammo/Pozner/Walker/ Bottorff	4/1/2026	
	Develop and manage an Instagram page dedicated to Tot Learning Center, including the creation and posting of photos and center-specific content.	Tammo/Pozner	4/1/2026	
	Digitize all intake forms and registration packets to streamline the enrollment process, making it more convenient for parents and more efficient for staff.	Tammo	4/1/2026	
HUMAN RESOURCES	Post new hires, promotions, job postings on social pages.	Gualano/Bottorff	5/1/2025	

8. Strengthen Commitment to Exceptional Customer Service	Facility/Department Goals	Staff Responsible	Anticipated Completion Date	Status
ADMINISTRATION	Achieve American Camping Association (ACA) re-accreditation.	Amato/Labus	8/1/2025	
	Introduce customer retention and promotion strategies by implementing at minimum four promotional ideas.	Labus/Amato	4/1/2026	
	Implement quarterly customer service training agendas for all facilities.	Labus/Amato	12/1/2025	
	Redevelop and implement a program/event participant satisfaction survey template and process.	Labus/Amato	4/1/2026	
AQUATICS	Implement “Constructive Communication” training for cashiers and pool managers.	Runkle/Bidstrup	7/1/2025	
	Require new cashiers to shadow veteran staff for at least two shifts prior to working alone.	Runkle/Bidstrup	7/1/2025	
ATHLETICS	Create a racket sports survey to solicit feedback on customer satisfaction, instructors, dates, times, offerings, and tournaments to help plan for upcoming seasonal program guides.	Khnanisho	4/30/2026	
GOLF	Develop a quick reference resource for customer service staff.	Hejnowski/Quinlan	7/1/2025	
TOT LEARNING CENTER	Offer a Kindergarten Fair in January before kindergarten registrations, inviting Skokie schools to provide valuable insights and information for families considering kindergarten options.	Howd/Redzovic	1/30/2026	
	Improve the onboarding experience for new staff, ensuring staff are prepared and efficient from day one. Create an FAQ of parent questions and correct teacher answers.	Moran/Faheem	4/30/2026	
	Recognize and celebrate co-workers’ accomplishments and contributions to enhance internal customer service. Highlight and showcase two teachers each month to acknowledge their efforts and boost morale.	Tailor/Bonoan	4/1/2026	

9. Promote Environmental Stewardship and Sustainability	Facility/Department Goals	Staff Responsible	Anticipated Completion Date	Status
AQUATICS	Promote energy savings with solar panel installation at Skokie Water Playground.	Guynn	10/1/2025	
DEVONSHIRE CULTURAL CENTER	Review recycling protocols with part-time custodial staff to ensure proper disposal of recyclables.	Sampath/Horwitz	7/1/2025	
	Purchase and maintain recycling receptacles for all public rooms and install clear signage at each location.	Sampath/Horwitz	7/1/2025	
EMILY OAKS NATURE CENTER	Work with Land Management staff to update the Land Management Plan for the 13-acre site consisting of approximately eight acres of land, two acres of water, and approximately three acres of hard surfaces. Incorporate the detailed notes taken in 2020 during virtual meetings into the 97-page document, rewrite entries and reorganize where needed, and bring the document up-to-date. Establish standards for reviewing and updating the plan every winter so that it is an effective tool and guides the site management activities for the year to come. Update or organize the extensive computer files in the Emily Oaks site management network folder so that documents are relevant and can be found without difficulty.	Hansen	4/30/2026	
GOLF	Provide four additional recycling containers at both Skokie Sports Park and Weber Golf Course.	Hejenowski	7/1/2025	
PARK SERVICES	Install solar panels at Park Services.	Guynn		
	Eliminate paper task sheets and inspections.	Hallm/Hacker	9/1/2025	
OAKTON COMMUNITY CENTER	Implement consistent recycling practices for plastics, aluminum pans, and other recyclable materials at all Active Adult parties, and utilize compost bins available at Oakton Park to support sustainability efforts.	Gorelick	4/1/2026	
SKATIUM ICE ARENA	Research new green cleaning solutions and look for environmentally friendly products. Identify two alternative green products to replace current products.	Bonnet	10/30/2025	
TOT LEARNING CENTER	Initiate three drives (September, January, May) for parents to donate leftover boxes, paper towel rolls, bottle caps, and other recyclable items to be repurposed for crafts and classroom projects.	Moran/Faheem	4/30/2026	
	Design and implement a lesson plan focused on healthy eating habits and sustainability. Create a vegetable garden bed to reinforce the connection between 'farm-to-food' and teach children about growing their own nutritious food.	Dinkha/Salcido	6/1/2025	
	Design and implement a lesson plan focused on recycling and sustainability. Use the newly purchased recycling bins and participate in composting.	Ferguson/ Saliba	4/1/2026	
	Educate staff and children on proper recycling practices by conducting a training with a SWANCC (Solid Waste Agency of Northern Cook County) presenter.	Tailor/Bonoan	2/1/2026	
	Support the 2/3's classroom in planning, planting, and maintaining a vegetable garden as part of their hands-on learning experience.	St John	4/1/2026	
	Introduce composting practices at TLC as a sustainable way to reduce waste and promote environmental responsibility among staff and children.	St John	4/1/2026	

WEBER LEISURE CENTER	Conduct an audit of all recycling bins to determine if paper documents, bottles, and other recyclables are being properly sorted or discarded (by August 1). Based on findings, develop and deliver a 30-minute recycling training session for all staff, including custodians (by October 1), with a follow-up check-in (by November 1) to assess improvement in recycling practices.	Bontly	11/30/2025	
----------------------	--	--------	------------	--



Skokie Park District BOARD SUMMARY



Date: June 17, 2025

To: Board of Park Commissioners

From: Corrie Guynn, Superintendent of Parks, Planning and Facilities

Re: State of Illinois Grant Signatory Resolution

Summary: The purpose of this recommendation is to allow the Superintendent of Parks, Planning and Facilities the authority to sign and execute Department of Commerce and Economic Opportunity grants through the State of Illinois. The State is now requiring supporting documentation if someone other than the Board President or Executive Director is signing grant documents. As a note, there are still documents within the grant application process that require the signature of the Executive Director and/or the Chief Financial Officer prior to acceptance.

Recommendation: Staff recommends approval of Resolution #25-003 allowing the Superintendent of Parks, Planning and Facilities to sign and execute State of Illinois Department of Commerce and Economic Opportunity grants.

Motion: Move to approve Resolution #25-003 allowing the Superintendent of Parks, Planning and Facilities to sign and execute State of Illinois Department of Commerce and Economic Opportunity grants.

SKOKIE PARK DISTRICT

Resolution # 25-003

RESOLUTION

RESOLVED, by the Board of Park Commissioners of the Skokie Park District, Cook County, Illinois (“Park District”) that:

1. Superintendent of Parks, Planning and Facilities, Corrie Guynn, is authorized to sign and execute State of Illinois Department of Commerce and Economic Interest grant agreements for the Skokie Park District.

AYES: .

NAYS:.

ABSENT:

Passed this 17th day of June 2025.

President, Board of Park Commissioners

Attested and filed this 17th day of June 2025.

Secretary, Board of Park Commissioners



Skokie Park District Parks Board Report JUNE 2025



PARK SERVICES

Corrie Gynn

Superintendent of Parks, Planning and Facilities

- The park renovation at Lee Wright Park is ongoing. Lauth Park and Terminal Park were completed over the last couple of weeks:
 - **Lauth:** The contractor completed the installation of the play equipment and staff installed the play surfacing. Staff also installed the benches, picnic table, and garbage cans throughout the park. Some remaining landscaping is needed, which will be completed as the crews find time to do the work.
 - **Terminal:** The contractor completed the installation of the play equipment and staff installed the play surfacing. The concrete contractor then poured the replacement concrete throughout the park. There are minor landscape items remaining and the benches around the playground will be installed once the concrete has time to cure.
 - **Lee Wright:** The playground installer continues to assemble the remaining equipment. Staff finished the drainage installation and installed benches and garbage cans in the areas outside of the active construction area.
- The Sports Park shelter and concrete pad/hitting stations project is nearing its end. Over the past month the following items have been completed:
 - The installer poured the concrete shelter footings and pad, set the poles for the Trackman monitors, and poured the 13 hitting stations. The shelter was then constructed, and they have begun installation of the patio which should be completed prior to the June board meeting.
 - The electrician has completed wiring the shelter outlets, light switch, and lights, pulling the power and data runs to each of the 13 hitting stations and stubbing up a connection for the food truck pad.
 - Staff painted the Trackman poles, mounted the monitors and shells, began anchoring the hitting mats and dividers, backfilled the front of the hitting area with topsoil and sod, made the data connections at the switch and monitors, and worked with Trackman to remotely calibrate each of the 13 stations.
- The district-wide concrete improvements project continued with Oakton Park completed and Tot Learning Center and Hamlin Park scheduled for the end of the month.
- The 111-panel solar installation at Skokie Water Playground is fully operational.
- The Exploritorium Tiny Town project was completed and opened to the public. Staff had a hand with the demo and prep work prior to the contractor installing the structures.
- The concrete pad and shade structure posts were installed at the Devonshire Aquatic Center. The remaining portion of the shade structure will be assembled by staff once several other projects have been completed.
- All staff assisted with the Festival of Cultures setup, maintenance operations, and takedown.
- Staff assisted with the startup of both pools, completing tasks like power washing, painting, mulching, and installation of fixtures, etc.

- The Skokie Heritage Museum roof cleaning project was completed. Moss was removed from the cedar shake shingles on both the firehouse and cabin, and several damaged shingles were replaced.
- Operations staff worked with the A/V installer at Oakton to begin running data and speaker lines for the new retractable screen that will be installed above the fireplace. The screen is on back order and is expected at the end of the month.
- The horticulture staff installed the Story Stroll boards at Sequoyah Park.
- The landscape staff continue to prep fields as needed, with all sports in full swing.
- The operations staff started up the splash pad at Central Park as temperatures are now warm enough for it to be used.
- The horticulture staff removed tulip bulbs throughout the district beds so they can be prepped for annuals. The bulb removals are posted on the district social media accounts so that interested parties can pick the bulbs.
- The landscape staff have been keeping up with the mowing as much as they can with the odd spring weather occasionally making it difficult.

Skokie Park District Recreation and Facilities Board Report June 2025

Superintendent of Recreation and Facilities – Breanne Labus
Assistant Superintendent of Recreation - Mary Amato
Superintendent of Parks, Planning and Facilities – Corrie Guynn

Highlights- Special Events and Programs

- The Preschool Prom took place on May 9 with 175 attendees.
- Weber's late-night open gym, particularly volleyball, had 343 participants in May.
- The Festival of Cultures took place on May 17 and 18 at Oakton Park, attracting approximately 5,000 visitors each day. The event featured 50 entertainment acts and included 27 culture booths.
- Emily Oak's had the second native plant sale of the year on May 25, with 55 customers. The sale grossed \$2,370.
- Emily Oak's had 53 school group activities in May which is an increase of 83% from May 2024.
- The Skatium hosted Fantasia, the 49th annual ice show, on May 16-18, which had over 225 performers. This year's performance featured music from Pirates of the Caribbean, Ghostbusters, Xanadu, Legend of Zelda, and Wonka. Three of the four performances were sold out with ticket sales at \$25,896.
- Tot Learning Center was accepted and approved for the Illinois State funded grant "Smart Start Workforce Grant." Skokie Park District will receive \$38,450 on a quarterly basis for the upcoming fiscal year, starting in July.

Facility Rentals and Birthday Parties

Aquatics and Rowing

TYPE	2024	2025
Pool Season Passes	\$233,779	\$227,868

Devonshire

Type	2024	2025
Room Rental	8	6
Birthday Parties	1	9

Emily Oaks Nature Center

Type	2024	2025
Room Rental	1	5
Birthday Parties	3	6
Shelter Rentals Non-profit	1	6

Oakton/Exploritorium

Type	2024	2025
Room Rental	18	14
Exploritorium Birthday Parties	28	36
Exploritorium Group Visits	2	3

Park Services

Type	2024	2025
Birthday Parties	N/A	6

Skatium

Type	2024	2025
Room Rental	0	1
Birthday Parties	11	14

Skokie Heritage Museum

Type	2024	2025
Room Rental	1	0

Weber Center

Type	2024	2025
Room Rental	4	4
Birthday Parties	3	6

Admissions and Visits

Exploritorium

Type	2024	2025
Admissions	1,594	1,982

Skokie Heritage Museum

Type	2024	2025
Visits	213	152

Skokie Sports Park

TYPE	2024	2025
Range	\$154,850	\$146,744
Simulator	\$1,840	\$4,287
Grass Tees	Closed	Closed
Mini Golf	\$34,615	\$27,872
Batting Cages	\$10,304	\$8,023

Concessions	\$3,096	\$2,276
Alcohol	\$3,687	\$3,598
Total	\$208,392	\$192,800

Weber/Athletics

Type	2024	2025
Open Gym	N/A	172
Late Night	N/A	343
Table Tennis	111	108
Open Pickleball	74	197
Men's 40 and Over Basketball	78	79
Private Tennis/Pickleball	7	10

Weber Golf Course

Revenues	2024	2025
Greens Fees	\$29,339	\$31,800
Rentals	N/A	N/A
Concessions	\$1,210	\$1,079
Alcohol	\$1,463	\$1,265
Total	\$32,012	\$34,144

Childcare Enrollment

Devonshire Preschool

School Year	2023/2024	2024/2025
2's	15	15
3's	30	33
4's	35	30
Enrichment	56	36
Total	136	114

Emily Oak's Growing Sprouts

School Year	2023/2024	2024/2025
Half and Full + Lunch Bunch	27 Half-days only	27 + 2

SPACE

School Year	2023/2024	2024/2025
AM	222	181
PM	524	569
Total	745	751

Tot Learning Center

School Year	2023/2024	2024/2025
Infants	9	8
Toddler 1	10	11
Toddler 2	12	14
2/3's	16	16
Preschool	19	18
Pre-K	19	20
Total	85	87

Athletics- Bob DeLeonardis

Updates and Highlights

- The CSYBA Baseball league at Laramie Park has 13 teams registered.

Devonshire Aquatics Center – Claudia Bidstrup

Facility Updates and Highlights

- For the first time in at least 27 years, the Devonshire Aquatic Center did not open on Memorial Day weekend due to unusually cold weather.
- Many projects were completed at the Devonshire Aquatic Center in May. The concession stand has a new floor, cabinets, and countertops, and a serving window that complies with ADA requirements. New partitions were installed in both locker rooms, and the finishing touches of the pool painting were completed.
- New deck furniture was delivered and set up in early May. The new diving board was received at the end of the month and will be installed shortly.
- The pools were up and running smoothly ten days prior to the Memorial Day weekend, when the burner on the main pool heater suffered a catastrophic failure sometime between May 22 and 23. Staff were unable to troubleshoot before the holiday weekend, and a service was called to make the repairs. The replacement parts were received and installed, and the heater is now functioning normally.

Devonshire Cultural Center – Robin Horwitz

Facility Updates and Highlights

- The Devonshire Dance Recital occurred on June 1 with 496 people attending.
- The Devonshire Music Recital had over 200 attendees on May 18.
- The May *Speakeasy Theatre* and *Script Reading Happy Hour* hosted 28 participants.

Emily Oaks Nature Center – Lee Hansen

Facility Updates and Highlights

- With Cassie Schaeffer on parental leave, the Earth Adventures preparations and staff training responsibilities are being picked up by Lee Hansen and Karen Taira. Jenna Brody will be taking on the camp supervisor role on Wednesday, June 4.

- A new photo show was hung in the Woodland Wander Inn: “From Mountains to Millipedes” by Skokie residents Lloyd and Arden Davidson. The show features a range of nature photos taken locally and on other continents. The reception was held on May 9, with approximately 16 attending.

Drop-in Programming	Groups
School Group Activities	53
Scout/Youth Group Activities	7
Scout/Youth Group Campouts	2
Total	62

Volunteer Workdays	Hours
Weekday Crafters	74.5
Land Management	15
Kawaga Garden Workday	7.5
Wildflower Workday	12
May Native Plant Sale	20
Service Project (LanzaTech, Skokie)	92
Total Hours	221

Oakton Community Center – Aryn Fletcher

Facility Updates and Highlights

- The Exploritorium has a new exhibit, Tiny Town, which takes the place of Storybook Corner. It features a vet office (Paws & Claws), grocery store (Exploritorium Mini-Mart), and construction zone (Backlot Builders).

Skatium Ice Arena – Kurt von Helms

Facility Updates and Highlights

- Mechanical technicians from Premistar, recalibrated the boiler system to match the original manufacturer’s specifications. Ignitors on both boilers originally were gaped incorrectly. A number of additional installation flaws were corrected. Since the work was completed by Premistar on April 30, 2025, the boiler system has worked well.

Skokie Heritage Museum– Emily England

Facility Updates and Highlights

- There were 43 attendees for the Remembering Niles East event on May 4, commemorating 45 years since the closure of the high school.
- The museum put together and ran the America booth at the Festival of Cultures, which saw approximately 783 visits over the weekend. There were crafts, trivia, and a story-sharing activity.
- Museum staff reviewed the contents of the Millennium Project time capsule with Skokie Public Library staff in preparation for its grand unveiling in August and

eventual retention/preservation. The museum also published its quarterly newsletter and a survey seeking people's memories of key c. 2000 events and pop culture happenings in preparation for the upcoming exhibit to open Backlot Bash weekend.

- The museum began onboarding three new volunteers, two to help with research and one to help with ongoing data cleaning and standardization efforts for the collection.
- Museum staff supported at least six researchers in May, including participating in an interview with one area student for a class podcast project discussing the attempted Nazi demonstration in Skokie, the role of public history, and memory politics. The Skokie Public Library is also using photos from our collection in their summer activity "SkokieGuessr," where participants guess the date and location of historical photos.
- A new security system was installed at the museum at the end of the month.
- Museum hours will be changing in June to meet summer camp staffing needs. The museum will be open 12-4 p.m. on Tuesdays, Wednesdays, and Thursdays and will be closed on weekends until Backlot Bash.

Skokie Sports Park – Tom Hejnowski

Facility Updates and Highlights

- The pavilion and Trackman tee line project is expected to be completed by the second week of June.
- A Summer 10-hour Bunker Punch Pass is being sold. This gives customers 10 hours of simulator time at a discounted rate. It is valid from May 31-August 31 and is being offered to increase summer usage of the simulator.
- The grass tee hitting stations opened on Monday, June 2.
- The Mini-Golf Tournament is scheduled to take place on Sunday, June 22.

Skokie Water Playground – Scott Runkle

Facility Updates and Highlights

- The month of May is a busy one as the pools are prepared for the season. Staff hiring, paperwork, training and certification classes filled the calendar.
- Season passes were trending even with 2024 numbers through the months of April and early May. The cold snap slowed sales as the month ended. Season pass sales in 2025 are down approximately 225 compared to 2024.
- Birthday parties are starting to pick up as the summer season draws near and 80% of private rental dates are booked..

Tot Learning Center – Fouzia Khan

Facility Updates and Highlights

- TLC teachers were celebrated during the month of May. Program parents and administration recognized, thanked, and celebrated the teachers in honor of Teacher Appreciation Week. Staff were provided with coffee, breakfast, snacks, luncheon, and gift cards.
- Parent-Teacher Conferences were once again conducted via Zoom.

Weber Golf Course – Tom Hejnowski

Facility Updates and Highlights

- The Summer Night Golf Tournament is set to take place on Thursday, July 24.
- Our first pop-up event took place on Thursday, June 5. The name of the event was “Ladies Wine and Nine.” Each participant received two cans of wine and a gift bag to go along with their round of golf.

Weber Center/Fitness First – Ethan Bontly

Facility Updates and Highlights

- Thurrell “Kenji” Thompson has been hired for the position of Full-time Custodial Supervisor at the Weber Leisure Center. Kenji began his role on Tuesday, May 27.

Fitness First

Memberships

Type	2024	2025
Active Members	3,963	4,341



Skokie Park District COMMUNICATIONS & MARKETING AND SPONSORSHIP BOARD REPORT June 2025



Jim Bottorff
Director of Communications & Marketing

Status of Publications

- Fall '25 Online Program Guide (in production)
- Fall '25 Skatium Guide (at printer, will mail to area homes in July)
- Fall '25 Printed Program Spotlight Guide (at printer, will mail to all Skokie homes in mid-July)
- Fall '25 Prime Times *for Active Adults 60+* (at printer, will mail to Skokie senior mail list in July)
- School Year 25-26 Fun Guide (in production)
- July Happenings (in pre-production)
- June Happenings (online)

Projects

- New DEI facility “Welcome” signs are in production.
- New Welcome video to be released this month
- With IT, developing an SPD app

Social Media and Photos

This month's social media posts and ads include Pride, Juneteenth, Gypsy, Hot Dogs in the Park, Movies in the Park, Story Stroll, and many more.

Sponsorship

Diane Hardy is currently working on sponsorships for summer 2025, with a primary focus on the Skokie's Backlot Bash.



Skokie Park District INFORMATION TECHNOLOGY BOARD REPORT JUNE 2025



INFORMATION TECHNOLOGY

Pools Update

IT has successfully deployed new switches at the pools at Devonshire Aquatic Center and Skokie Water Playground for better overall connectivity for the start of the new pool season. Additional Wi-Fi coverage has also been implemented

Milestone Upgrade

Phase 1 of the Milestone Camera environment project has been successfully completed. Phase 2 and 3 will be completed over the course of the next 45-90 days.

RAS

IT has centralized the RAS system onto a more stable and redundant system.



**Skokie Park District
STAFF AND COMMUNITY
COMMITTEE REPORTS
JUNE 2025**



Backlot Bash Committee Breanne Labus
The kick-off meeting took place on May 20, and the next committee meeting will be on June 18. The headliner for Saturday, Jesus Jones, cancelled on June 10. The committee scrambled to find alternative options available and booked a well-known cover band named Strangelove: The Depeche Mode Experience
Community Schools Steering Committee Breanne Labus
No report. Meetings will begin again in September.
DEI Committee Mary Amato
The next meeting is scheduled for July 30. Committee members are collaborating with the library and village to explore language options for park district customers.
Environmental Action Team Lee Hansen
No report for the summer season.
4th of July Parade Committee Jim Hallm
Weekly meetings continue. The parade is up to approximately 50 marching units.
Festival of Cultures Committee Aryn Fletcher
The event took place May 17 and 18 with approximately 5,000 visitors per day.
Friends of Fitness First Jennie Bever
No Report
Juneteenth Mary Amato
The event is on Saturday, June 14 at Oakton Park from 1-5 p.m.
Maine-Niles Association of Special Recreation Michelle Tuft
No report.

Niles Township Youth Coalition Breanne Labus
The last meeting was held on May 6 at District 219 office. No update.
Safety Committee Amanda Green
In May, all committee members focused on seasonal staff safety training in place of the meeting. The focus in training was on injury prevention and risk mitigation.
Skokie Chamber of Commerce Michelle Tuft
No report.
Skokie Pride Cassie Schaeffer
Haley Carr is coordinating preparations for Pride event while Cassie Schaeffer is on parental leave.
Skokie's Spring Greening Lee Hansen
The 2026 Skokie's Spring Greening is scheduled for April 12 from 10 a.m. to 1:45 p.m.
Staff Appreciation Committee Stephenie Gualano
The committee honored recent graduates by creating posters with their names at each facility and offering them Skokie Swag options. The meeting on June 11 will discuss the July 24 pool party event.