

**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 role 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

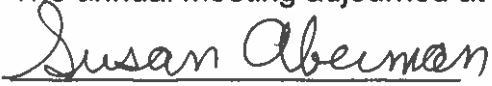
Vice President Jaffe moved that the President, Vice President, Secretary, and Treasurer be designated as official signatories of the Skokie Park District for banking purposes for fiscal year 2025-2026. Commissioner Fischer seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

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