MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
SEPTEMBER 25, 2025
6:30 P.M.

ATTENDANCE AT THE MEETING

Board Members Present:	President Susan Aberman Vice President Ezra Jaffe Commissioner Elsa Fisher Commissioner Antonia Kasalo-Terihaj
Absent:	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 & Facilities Breanne Labus Assistant Superintendent of Recreation Mary Amato Human Resource Director Stephenie Gualano IT System and Support Manager Amanda Catania 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.

PUBLIC HEARING – BOND ISSUE NOTIFICATION ACT

President Aberman called the Public Hearing on the Bond Issue Notification Act to order. She asked for any comments regarding the proposed $2,800,000 Limited Tax General Obligation Alternate Bonds, Series 2025B. There were no comments or questions. President Aberman closed the Public Hearing.

CONSENT AGENDA APPROVAL

Vice President Jaffe moved to approve the Consent Agenda. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Williams was absent. Motion carried. The Consent Agenda consisted of the minutes of the Regular Board Meeting of August 19, 2025, Public Hearing for Gleiss Park of August 28, 2025, Public Hearing for Lyon Park of September 3, 2025; bills payable for the month of August/September 2025, Treasurer's Report, and Staff Reports.

COMMUNITY SURVEY RESULTS PRESENTATION

Ms. Tuft introduced Mr. Jeff Andreasen from aQity Research & Insights, Inc. to present the results of the Community Survey. Mr. Andreasen reviewed the survey presentation and clarified its contents. The target was 400 responses; 403 residents participated. He noted that Skokie Park District is a valuable community asset.

Staff and Commissioners discussed aspects of the Community Survey. President Aberman and Ms. Tuft thanked Mr. Andreasen for explaining the information in the Community Survey.

Informational only no motion required.

APPROVAL OF PLAYGROUND EQUIPMENT FOR GLEISS PARK

Mr. Guynn requested approval of the purchase of playground equipment for Gleiss Park. Mr. Guynn considered public feedback and replaced the small spinner with a Disney-style spinning apparatus. He also stated that no additional trees can be removed to add more swings.

Six vendors were invited to submit proposals, and four participated. Gametime was selected for providing the main playground equipment, spinner, independent play items, and swings, at a total cost of $138,635.83.

Commissioner Fischer moved to approve the bid from Gametime for the playground equipment at Gleiss Park for a total of $138,635.83. Vice President Jaffe seconded the motion. On a roll call vote, all Commissioners voted aye Commissioner Wiliams was absent. Motion carried.

APPROVAL OF PLAYGROUND EQUIPMENT FOR LYON PARK

Mr. Guynn requested approval of the purchase of playground equipment for Lyon Park. Mr. Guynn responded to residents' feedback by adding more swings. President Aberman asked about including a round net swing, but Mr. Guynn said it wouldn't fit because it needs too much space.

Six vendors were invited to submit proposals and four of them participated. Burke was selected for a total cost of $83,146.

Vice President Jaffe moved to approve the bid from Burke for the playground equipment at Lyon Park for a total of $83,146.00. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Williams was absent. Motion carried.

APPROVAL OF CHANGE ORDER #1 FOR 2025 ASPHALT IMPROVEMENTS PROJECT

Mr. Guynn requested approval of Change Order #1 for the 2025 Asphalt Improvements Project. This change order addresses milling and repaving problems at Devonshire Park. The walking path will receive three inches of asphalt, extending its lifespan for another thirty years.

Commissioner Fischer moved to approve the change order from Chicagoland Paving for $25,970 for the 2025 Asphalt Improvements Project. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Williams was absent. Motion carried.

APPROVAL OF FULL TIME WAGE SCALE

Ms. Gualano requested approval of the full-time wage scale. She explained that the park district undertook an extensive review of full-time job descriptions and made revisions. The updated descriptions were sent to HR Source who completed a compensation and classification study. The objective is to ensure salaries remain competitive for attracting and retaining employees.

The board report includes the old wage structure from March and the new scale, which reflects the HR Source compensation survey effective October 1, 2025. All employees are within the new wage scale except one who was above it; a plan was established this week to address their situation.

Vice President Jaffe inquired about a pay grade designated for future use and received an explanation of its meaning.

Commissioner Fischer moved to approve the implementation of the full-time salary range pay structure effective October 1, 2025. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Williams was absent. Motion carried.

PRESIDENT'S REPORT

The Regular meeting of the Board of Park Commissioners is on Tuesday, October 21, 2025, at 6:30 p.m.

COMMISSIONER'S COMMENTS

There were no Commissioner Comments.

DIRECTOR'S COMMENTS

Ms. Tuft reported a leak at Skokie Water Playground that doubled the 2024 water bill. A leak detection company will assess the site, but no date is set. Ms. Tuft indicated that this issue will prompt further discussions regarding the bucket pool and related structures with the board.

Ms. Tuft reported a leak at Emily Oaks Nature Center due to problems with a copper line, valve, and pin, which will be repaired. Temporary water and a port-a-pottie have been provided until the repair is complete.

Ms. Tuft informed the board that Mr. Bottorff had updated the Marketing Report to include social media data, and the Commissioners gave a favorable response.

OLD BUSINESS

Vice President Jaffe inquired about Backlot Bash financials. Ms. Tuft reported record revenues, while Ms. Labus is finalizing expense details for next month's report. Most expenses are paid, and recent committee feedback was positive following their recap meeting.

NEW BUSINESS

Commissioner Kasalo-Terihaj raised concerns about inappropriate pool attire, noting reports of individuals wearing jeans and gym shoes in the pool. Ms. Tuft discussed the no-jeans policy with the pool supervisors at a recent meeting and stated that enforcement will improve next year. Staff noted that language barriers can make enforcement challenging.

President Aberman stated that the district should establish a naming policy to address situations where a business seeks to sponsor a building in exchange for a financial contribution to the project. Ms. Tuft stated that, should sponsorship be secured, she will develop the naming rights policy for the board to consider.

President Aberman stated that most Northshore batting cages are closed and suggested advertising that our facility is open. Ms. Tuft recommended including this information in the SPD e-newsletter.

EXECUTIVE SESSION

Vice President Jaffe moved to enter Executive Session for semi-annual review of the minutes and to authorize the destruction of executive session recordings pursuant to Section 2(c)(21). Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote all Commissioners voted aye. Commissioner Williams was absent. Motion carried.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

The regular meeting reconvened at 7:45 p.m.

Following review of Executive Session meeting minutes dating from January 2004, Commissioner Fischer moved to have the minutes not previously released remain closed because of the need for confidentiality still exists as to all or part of the minutes. Vice President Jaffe seconded the motion. On a roll call vote all Commissioners voted aye. Commissioner Williams was absent. Motion carried.

Commissioner Fischer moved to approve Resolution #25-004 authorizing the destruction of verbatim recordings for the closed session meetings of September 19, 2023, January 16, 2024, March 12, 2024, March 18, 2024, March 19, 2024, and March

20, 2024. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Williams was absent. Motion carried.

ADJOURNMENT

Commissioner Fischer moved to adjourn the regular meeting. Vice President Jaffe seconded the motion. On a roll call vote all Commissioner voted aye. Commissioner Williams was absent. Motion carried. The regular meeting adjourned at 7:47 p.m.

Susan Aberman
President
October 21, 2025

Michelle J. Tuft
Secretary