

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
OCTOBER 20, 2022
7:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present:

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

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Facilities Jon Marquardt
Superintendent of Parks and Planning Corrie Gynn
Superintendent of Recreation Breanne Labus
Executive Administrative Assistant Ann Perez

Remote Attendance:

Commissioner Minal Desai

CALL TO ORDER

President Aberman called the regular meeting of the Board of Park Commissioners to order at 7:00 p.m. President Aberman called for the recitation of the Pledge of Allegiance.

President Aberman asked Commissioner Desai to confirm that her audio is working properly acknowledging that she could hear all board members. Commissioner Desai responded yes. President Aberman asked all board members if they could hear Commissioner Desai, and all responded yes.

CITIZEN COMMENTS

President Aberman said Ms. Tuft will address the audience before citizen comments. Ms. Tuft explained to audience members what the item on the agenda regarding Schack Park entailed and the timeline of the public process thus far. A public hearing was held this past summer regarding the three tennis courts at Shack Park. Due to the school renovation project, the school is removing the basketball court on the south end of their building. Staff is recommending that one of the tennis courts be converted to two basketball courts. Schack Park was renovated in 2017 and it will be approximately 15 years before the park is due for additional renovations. Ms. Tuft asked the citizens for their comments.

Mr. Roman Bujdei thanked Ms. Tuft for the information she provided. He asked if there was any way that pickleball courts could be added to Schack Park as it is the fastest growing sport in the United States. Ms. Tuft said the two tennis courts will have a pickleball overlay. Ms. Tuft said planning is currently underway to install six lit pickleball courts at Oakton Park.

Mr. Bujdei also requested that rules be posted at the Laramie Park pickleball courts regarding the time allowed to play on the court.

Mr. Peter Toader wanted to ask if lights could be added to the tennis courts at Schack Park. Ms. Tuft said there is no plan to do so as adding lights would be expensive and there would likely be opposition from the residents.

Ms. Jacqueline Bujdei is happy that there will be basketball courts at Schack Park. She asked that pickleball lines be added to the tennis courts.

Michelle Park said tennis is popular at Schack Park and stated it is difficult to find available tennis courts in other parks. She asked if the basketball court could be added in another location. Ms. Tuft said it would be difficult to add a basketball court in another area. Ms. Park asked about adding a gaga ball pit. Ms. Tuft said that is something to request from the school district. Ms. Park said the musical xylophone was moved and asked if it could be put back. Ms. Tuft said staff was contemplating moving the musical instruments to the other side of the playground or to another location, but a decision has not yet been made. Ms. Park asked if no smoking signs could be installed. Ms. Tuft said there are already signs up. Ms. Park said there is marijuana smoking between 11 p.m. and 3 a.m. and she asked what can be done about it. Ms. Tuft and President Aberman said to call 911 to report as smoking in parks is not allowed by Park District ordinance.

President Aberman thanked the citizens for attending the meeting and giving the Board their feedback.

Commissioner Jaffe asked when the renovation will be complete at Schack Park, and Mr. Guynn responded that it will be done in 2023.

CONSENT AGENDA APPROVAL

Commissioner Jaffe moved to approve the Consent Agenda. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of the minutes of the regular meeting of September 14, 2022; bills payable for the month September/October 2022, Treasurer's Report, and Staff Reports.

ADOPTION OF ORDINANCE #22-008 AUTHORIZING THE ISSUANCE OF APPROXIMATELY \$2,475,000 GENERAL OBLIGATION LIMITED TAX BONDS, SERIES 2022B, OF THE SKOKIE PARK DISTRICT

Treasurer Schmidt requested the adoption of Ordinance #22-0008 authorizing the issuance of \$2,431,000 General Obligation Limited Tax Bonds, Series 2022B.

Treasurer Schmidt introduced Aaron Gold of Speer Financial to discuss the bid results of the bond sale. Mr. Gold said six bids were received. The low bidder was Wintrust Bank with an interest rate of 3.36%. Vice President Reid said this is a tremendous rate considering inflation and high interest rates.

Vice President Reid moved to approve Ordinance #22-008 to authorize the issuance of \$2,431,000 of General Obligation Limited Tax Bonds Series 2022B. Commissioner Oshana seconded the motion. On a roll call vote, President Aberman, Vice President Reid, Commissioner Desai, and Commissioner Oshana voted aye. Commissioner Jaffe abstained. Motion carried.

FISCAL YEAR ENDED 04/30/2022 ANNUAL FINANCIAL REPORT (AFR), MANAGEMENT LETTER AND CONTROL DEFICIENCY LETTER

Treasurer Schmidt introduced Mr. John Epperson and Ms. Andrea Meade of Miller Cooper & Co Ltd. to present the audit, management letter, and control deficiency letter. The Board received the audit report, management letter, and control deficiency letter under a separate cover from the board packet.

Mr. Epperson explained the management letter which details the auditor's responsibilities. He then explained the control deficiency letter which addresses any material weaknesses, significant deficiencies, and control deficiencies. There were not any significant deficiencies. Mr. Epperson discussed the data and security risk. He highlighted the three sections of the audit report. The opinion that will be expressed is an unmodified opinion.

Vice President Reid said it is a very clean audit.

Treasurer Schmidt commented that PDRMA is requiring the district to go through an extensive and expensive project regarding cyber security. Commissioner Jaffe asked if we have cybersecurity insurance. Treasurer Schmidt said that after the project is complete, the district will have insurance through PDRMA.

Commissioner Oshana moved to approve the fiscal year end April 30, 2022 AFR, management letter and control deficiency letter. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye.

2022 TAX LEVY PRESENTATION

Treasurer Schmidt went through the 2022 Tax Levy presentation. He said it has been a very challenging year to determine the tax levy as the 2021 levy is not available. However, Treasurer Schmidt received an email stating that the district will be receiving the preliminary approval of the tax levy audit within the first week of November which means the county is moving along with the levy. He will have two days to review the levy submitted to the county.

Treasurer Schmidt made a lot of assumptions in this presentation. He does not see much change in the budget. He estimated the 2021 EAV by increasing the 2020 EAV by .04%.

Mr. Schmidt is recommending a 4.98% increase in the levy. Vice President Reid agreed with Mr. Schmidt's opinion that the district will be healthy with the proposed 4.98% rate increase and that is the way to go. Ms. Tuft said that there are a few park district's going higher than 5% and holding a hearing, but most are not exceeding 5%.

Treasurer Schmidt said the tax levy ordinance will be formally adopted at the November meeting.

Commissioner Oshana asked if Treasurer Schmidt thought it was a good idea to go with 4.98% instead of 8.4% and he said 4.98% is fiscally responsible.

Ms. Tuft thanked Treasurer Schmidt for doing his best estimating the levy. President Aberman asked Treasurer Schmidt if historically he has ever seen the levy higher than 5% and he responded no.

This presentation is for information only.

2022 TAX LEVY RESOLUTION #22-002

Treasurer Schmidt requested approval of the 2022 Tax Levy Resolution #22-002. Commissioner Jaffe moved to approve Resolution #22-002 as part of the legal process in approving the 2022 tax levy. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried

CASH FLOW FORECAST THROUGH 12/31/2022

Treasurer Schmidt discussed revenue. He said there were positive signs that the tax bills will go out soon. The district received \$250,000 from the State of Illinois and only estimated receiving \$80,000 which was a positive change in the budget. Treasurer Schmidt is hoping to receive half of the PARC grant funds soon. He has had preliminary discussions about tax warrants but doesn't want to resort to warrants unless absolutely necessary. The report has not changed much from last month and he monitors the district's finances daily.

Commissioner Jaffe asked if the real estate tax bills go out before Thanksgiving, when can the district expect to receive the funds? Treasurer Schmidt responded that the banks and mortgage companies pay the taxes within a few weeks.

Commissioner Jaffe said the \$1,000,000 fund balance is the magic number. He asked if the district needed money by January 2 what lead time would be needed to make that happen. Treasurer Schmidt said two weeks.

Commissioner Jaffe asked if payables could be delayed if the district were close to getting the tax money and Mr. Schmidt said they could be delayed thirty days, except for bond payments.

No motion needed, informational purposes only.

APPROVAL OF CREDENTIALS FOR THE IAPD ANNUAL MEETING

Ms. Tuft said the Illinois Association of Park District (IAPD) Annual Meeting will be held on Saturday, January 28, 2023, at 3:30 p.m. and in order to be represented the Board must designate its voting delegate, 1st alternate, and 2nd alternate.

Commissioner Oshana moved to approve Vice President Reid as the Skokie Park District delegate, Commissioner Oshana as 1st alternate, and Commissioner Jaffe as 2nd alternate to the IAPD annual business meeting on January 28, 2023. Commissioner Jaffe seconded the motion. On roll call vote all Commissioners voted aye. Motion carried.

APPROVAL OF SPORTS COURTS LAYOUT AT SCHACK PARK

Superintendent Guynn requested approval of the sports courts layout at Schack Park. Mr. Guynn said the staff recommendation is to repurpose one tennis court to two basketball courts.

Vice President Reid moved to approve the court configuration of two tennis and two basketball courts at Schack Park. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

2022 BACKLOT BASH FINANCIAL SUMMARY

Superintendent Marquardt informed the Board that Backlot Bash expenses increased tremendously this year, especially the tents, generators, and stage. The carnival could have made more money if the weather were not a factor on Sunday evening. Mr. Marquardt said there are things we can do to reduce expenses and House of Rental has some good ideas for

next year. It was suggested to raise the price of beer next year and get additional sponsorship. Ultimately the event was very safe with a strong police presence. There were no complaints from 8000 North building which is now 60% occupied.

No motion needed, informational purposes only.

NRPA CONFERENCE SESSION REVIEW

Ms. Tuft compiled a list of sessions that staff attended at the NRPA conference in September. She commented that there many good sessions and asked for any comments. Vice President Reid said there were a large number of DEI sessions and would like to see a better variety. Next year the conference is in Dallas, Texas.

Commissioner Oshana complimented Mr. Guynn's NRPA session summaries.

No motion need, discussion only.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, November 15, 2022, at 7:00 p.m.

COMMISSIONER COMMENTS

President Aberman congratulated Mr. Marquardt on his new position as the Executive Director of Woodale Park District. The Board appreciates his service to the park district. She said we all will miss him.

DIRECTOR'S COMMENTS

Ms. Tuft said the Skokie Chamber of Commerce legislative breakfast is tomorrow at the Double Tree Inn. It starts with a 7:30 a.m. breakfast and the meeting starts at 8:00 a.m.

The Skatium reopening is going well. The permanent HVAC units have arrived and are scheduled to be installed on November 8. Mr. Marquardt said seeing the air handler craned into place was a sight to see on a windy day.

Commissioner Jaffe asked how the enrollment in hockey and figure skating was going. Mr. Marquardt said people are slowly returning. Commissioner Oshana asked about offering incentives to get people to return. Ms. Tuft said the biggest incentive is that classes are being pro-rated. The Figure Skating Director is doing her best to get people back.

OLD BUSINESS


There was no old business.

NEW BUSINESS

A resident asked Commissioner Oshana if there could be more petanque courts. He plays at Oakton Park and would like another court. Ms. Tuft said there is minimal usage of the court and there are no plans to add additional courts.

ADJOURNMENT

Vice President Reid moved to adjourn the regular meeting. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The regular meeting adjourned at 8:25 p.m.



Susan Aberman
President



Michelle J. Tuft
Secretary

November 15, 2022