

**MINUTES OF THE  
REGULAR MEETING OF THE  
BOARD OF PARK COMMISSIONERS  
SKOKIE PARK DISTRICT  
May 18, 2021  
7:00 P.M.**

**ATTENDANCE AT MEETING**

Board Members Present:

President Michael Reid  
Commissioner Michael W. Alter  
Commissioner Susan Aberman  
Commissioner Minal Desai

Others Present:

Executive Director/Secretary Michelle J. Tuft  
Superintendent of Business Services William G. Schmidt  
Superintendent of Facilities Jon Marquardt  
Superintendent of Parks Corrie Guynn  
Superintendent of Recreation Breanne Labus  
Executive Administrative Assistant Ann Perez  
Marketing and Communications Manager Jim Bottorff

**CALL TO ORDER**

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

**CONSENT AGENDA APPROVAL**

Commissioner Aberman moved to approve the Consent Agenda; Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of the minutes of the Board Workshop of April 12, 2021, minutes of the Regular Meeting of April 20, 2021, bills payable for the month of April/May 2021, Treasurer's Report, and Staff Reports.

**ADOPTION OF SUPPLEMENTAL ORDINANCE #21-005, PROVIDING FOR THE ISSUANCE OF \$4,200,000 OF GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2021A OF THE SKOKIE PARK DISTRICT**

Treasurer Schmidt requested the Adoption of Supplemental Ordinance #21-005, providing for the issuance of \$4,200,000 of General Obligation Bonds (Alternate Revenue Source), Series 2021A of the Skokie Park District. At the March 16, 2021 board meeting the Board approved Ordinance #21-002 authorizing the issuance of \$4,200,000 of General Obligation Alternate Park Bonds for the purpose of financing capital improvements of the District and to refund the District's outstanding General Obligation Bonds (Alternate Revenue Source), Series 2011A (the refunded bonds).

Treasurer Schmidt introduced Mark Jeretina, Speer Financial, to present the results of the bond sale. Mr. Jeretina said 11 bids were received from four bidders. Mr. Jeretina said the results were very successful. The best bid received was from Northland Securities, Milwaukee Wisconsin at a true interest rate of 1.7279%. Both President Reid and Executive Director Tuft said it was an amazing interest rate.

Commissioner Aberman moved to approve Supplemental Ordinance #21-005 authorizing the issuance of \$4,200,000 of General Obligation Bonds (Alternate Revenue Source), Series 2021A of the Skokie Park District. On a roll call vote, all Commissioners voted aye. Motion carried. Commissioner Aberman moved to approve the 2021 Escrow Deposit Agreement with Zions Bank. Commissioner Desai seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

### **DEVONSHIRE PARK BALLFIELD RENOVATION PROJECT**

Superintendent Guynn requested the rejection of the bids for the Devonshire Park Ballfield Renovation Project. Four bids were received and were higher than the budgeted amount of \$70,000 due to elevated steel prices. Staff feels the project can wait until next year's capital budget.

Commissioner Desai moved to reject all bids for the Devonshire Park Ballfield Renovation Project. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

### **HAMLIN PARK COURT RENOVATION**

Superintendent Guynn requested approval of the Hamlin Park Court Renovation. Six bids were received with the low bid of \$147,000 received from Chicagoland Paving, Inc., located in Lake Zurich, IL. The project was budgeted for \$142,000. The scope of the work includes removal and replacement of existing fencing and court surfacing. The courts will be reconfigured for one basketball court, one tennis court, and one pickleball court.

Commissioner Desai moved to approve the bid of Chicagoland Paving, Inc., located in Lake Zurich, IL for \$147,000 for Hamlin Park Court Renovation. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

### **PRESIDENT'S REPORT**

The next regular and annual meetings of the Board of Park Commissioners is Tuesday, June 15, 2021 at 7:00 p.m.

### **OUTGOING COMMISSIONER'S PRESENTATIONS AND RESOLUTIONS** **#21-001 AND 21-002**

President Reid presented Resolution #21-002 to Commissioner Michael W. Alter. Commissioner Alter served on the Park Board from May 2002 through May 2021 and contributed to the field of parks and recreation through his tenure on the Board. Commissioner Alter thanked the Board stating it was a pleasure to serve and he plans to continue to participate in park district activities.

President Reid presented Resolution #21-001 to former Commissioner Khemarey Khoeun. Commissioner Khoeun served on the Board from May 2017 through April 2021 and contributed to the understanding of cultural diversity in the community and was the first Cambodian American woman elected to public office. Ms. Khoeun said it was a true honor to serve the Board and was proud to help promote change.

President Reid said the Board has come a long way with diversity and inclusion with the election of Khemary Khoen, Minal Desai and Mary Oshana, representing the Cambodian, Asian and Assyrian communities.

### **COMMISSIONER COMMENTS**

Commissioner Desai asked a question she had received from a resident regarding turning on the water at Pooch Park for the dogs. Superintendent Guynn will check to see if this can be done without turning the water fountain on for people. Executive Director Tuft said with the new CDC guidelines just being released staff is working through the guidelines and drinking fountains are one of the items.

President Reid attended the scaled down Festival of Cultures events. On Saturday staff did a great job of moving the performers inside due to the rain and on Sunday the performances were outdoors. The entertainment was great with good attendance. Kudos to the staff. Hopefully, next year the event can get back to normal.

### **DIRECTOR COMMENTS**

Ms. Tuft said a public hearing needs to be scheduled for the Seneca Project. She suggested two dates: Tuesday, June 1 or Monday, June 21. Commissioner Desai will email Ms. Tuft on her availability and then Ms. Tuft will inform the Board.

Once Commissioner Oshana is sworn in and the new Commissioner is appointed in June a Board photo will be taken. Commissioner Desai had suggested taking a more casual picture in one of the newly renovated parks. Ms. Tuft said she will work on coordinating with the photographer and the Board.

Treasurer Schmidt sends a payables report to the Board via a Board packet delivery to their homes. Beginning next month, the report will be scanned and sent to the Board via email in lieu of the paper copy.

The DEI Consultant would like to schedule a Board Workshop. Ms. Tuft asked if a Sunday morning or weekday evening will work for the workshop. The Board decided to hold the workshop on a weekday evening. The workshop will be for three hours and scheduled sometime in August.

### **OLD BUSINESS**

Commissioner Desai said Ken Clinkman from School District 219 Community Foundation told Commissioner Desai that the foundation has a scholarship program for fee assistance for the park district. Superintendent Labus will follow up with the foundation.

### **NEW BUSINESS**

There was no new business.

### **ADJOURNMENT**

Commissioner Aberman 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 7:26 p.m.

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Mike Reid  
President

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Michelle J. Tuft  
Secretary

**ANNUAL MEETING OF THE  
BOARD OF PARK COMMISSIONERS  
SKOKIE PARK DISTRICT  
MAY 18, 2021**

**ATTENDANCE AT MEETING**

Board Members Present: Commissioner Susan Aberman  
Commissioner Minal Desai  
Commissioner Mike Reid

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

**CALL TO ORDER**

The meeting was called to order at 7:43 p.m.

**SWEARING IN OF BOARD MEMBER – MARY OSHANA**

The Honorable William Haddad performed the swearing in ceremony for newly elected Commissioner Mary Oshana. Commissioner Oshana thanked the Honorable William Haddad and all the attendees at the swearing in ceremony. Commissioner Oshana accepts the role humbly and is committed to inspiring the residents and to serve the community.

**APPOINTMENT OF TEMPORARY SECRETARY**

Commissioner Reid moved to appoint Superintendent Tuft as the temporary Secretary to conduct the election of President of the Board of Park Commissioners for the fiscal year 2021-2022. Commissioner Aberman 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 Desai nominated Susan Aberman for President. Commissioner Reid seconded the motion. No other nominations were made. Secretary Tuft closed the nominations. On a roll call vote, all Commissioners voted aye. Motion carried. Commissioner Aberman was elected as President.

President Aberman asked for nominations for Vice President. Commissioner Oshana nominated Mike Reid. Commissioner Desai seconded the motion. No other nominations were made. On a roll call vote, all Commissioners voted aye. Mike Reid was elected as Vice President.

President Aberman moved to appoint Executive Director Tuft as Secretary of the Board of Park Commissioners. On a voice vote, all Commissioners voted aye. Motion carried.

President Aberman moved to approve the appointment of William Schmidt as Treasurer of the Board of Park Commissioners. On a voice vote, all Commissioners voted aye. Motion carried.

### **APPOINTMENT OF COMMITTEE CHAIRS**

President Aberman asked the Board to review current committee chairs. President Aberman asked the Commissioners to choose a committee. The following were chosen:

Commissioner Reid – Finance Committee

Commissioner Oshana – Marketing Committee

Commissioner Desai – Parks Committee (will preside until new Commissioner is appointed)

Commissioner Desai – Recreation Committee

No motion required.

### **APPOINTMENT OF OPEN MEETINGS ACT OFFICER AND ALTERNATE**

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

### **APPOINTMENT OF FREEDOM OF INFORMATION ACT OFFICERS**

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

### **ADOPTION OF OFFICIAL MEETING DAY, TIME, AND LOCATION**

Commissioner Desai moved to adopt the third Tuesday of the month at 7:00 p.m. at the Weber Leisure Center as the official meeting day, time, and location for the Skokie Park District Board of Park Commissioners for the fiscal year 2021-2022. Commissioner Oshana seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

### **ADOPTION OF OFFICIAL DEPOSITORIES**

Vice President Reid moved that Wintrust Financial, Chase Bank N.A, Wells Fargo Corporate Trust, Fifth Third Bank, Illinois Institutional Investors Trust (IIIT), 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 2021-2022. Commissioner Oshana seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

### **ADOPTION OF OFFICIAL SIGNATORIES FOR BANKING PURPOSES**

Vice President Reid moved that the President, Vice President, Secretary and Treasurer of the Board of Park Commissioners be designated as official signatories of the Skokie Park District for banking purposes for the fiscal year 2021-2022. Commissioner Desai seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

### **ADOPTION OF OFFICIAL PUBLICATION FOR LEGAL NOTICES**

Commissioner Desai moved to designate the Skokie Review as the official publication for legal notices of the Skokie Park District for the fiscal year of 2021-2022. Vice President Reid seconded the motion. On a voice vote, all Commissioners voted aye. Motion carried.

### **EXECUTIVE SESSION**

Vice President Reid moved to enter Executive Session to discuss the Executive Session Minutes of March 16, 2021 pursuant to Section 2(c)(21); to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the park district pursuant to Section 2(c)(1); and to discuss the selection of a person to fill the current vacancy on the Board of Park Commissioners pursuant to Section 2(c)(3).

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

**ACTION TO BE TAKEN FROM EXECUTIVE SESSION**

The Board determined the interview dates for the applicants for the vacant position on the Board of Park Commissioners and established the interview procedure. No motion needed.

Vice President Reid moved to approve the Executive Session Minutes of March 16, 2021. Commissioner Desai seconded the motion. On a roll call vote all Commissioners voted aye. Motion carried.

Vice President Reid moved to approve the Executive Director's salary new salary of \$169,950. Commissioner Oshana seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**ADJOURNMENT**

Commissioner Desai moved to adjourn the meeting. Vice President Reid seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Annual meeting adjourned at 8:31p.m.

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Susan Aberman  
President

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Michelle Tuft  
Secretary