

MINUTES OF A WORKSHOP MEETING OF THE BOARD OF PARK
COMMISSIONERS OF THE PARK DISTRICT OF HIGHLAND PARK HELD
THURSDAY, AUGUST 20, 2009 AT 5:00 P.M. AT WEST RIDGE CENTER IN THE
CONFERENCE ROOM, 636 RIDGE ROAD, HIGHLAND PARK, ILLINOIS 60035

Present: President Werhane, Vice President Waxman, Commissioner Bernstein
and Commissioner Rosenbaum

Absent: Commissioner Weiss

Also Present: Executive Director McElroy, Director Stumpf, Director Swan,
Superintendent Baker, Superintendent Coutts, Superintendent Donahue,
Manager Carlo, Manager Huegel, Manager Meyer, Manager Schulewitz,
Supervisor Naatz, IT Specialist Huegel and Coordinator Stockdale

Guests: Chris Ganschow, Cagwood Consulting and Nick DeGrazia, Bitter Jester

The Workshop Meeting was called to order at 5:01 p.m.

STATE AND FEDERAL AID FOR THE PARK DISTRICT

President Werhane introduced Chris Ganschow from Cagwood Consulting who updated the Board on the efforts to secure state and federal aid for the Park District. Mr. Ganschow stated that Senator Garrett and Representative May were instrumental in helping the District secure the \$250,000 grant for the lakefront pavilion/bathhouse and the District is looking at other funding, including an OSLAD grant, to complete the project.

On July 21, President Werhane, Vice President Waxman, Executive Director McElroy, Manager Meyer and Mr. Ganschow met with Clarisol Duque at Senator's Durbin's office to discuss other possible funding options for the lakefront. Ms. Duque emphasized that the environmental objectives in the lakefront improvement plan were the only components likely to receive funding and she would assist as she is able.

Mr. Ganschow is working on a possible visit from Senator Durbin in mid-September. Mr. Ganschow is also trying to coordinate a meeting with the new director of IDNR, Director Miller, as an OSLAD grant application has been submitted to the IDNR for the lakefront pavilion/bathhouse.

Discussion ensued regarding seeking additional funding, contacting and recruiting people to help us in these efforts. It was agreed that the District needs to position itself strongly toward environmental components and focus on lakefront stabilization, shoreline protection, and ravine and bluff restoration.

Manager Meyer and Mr. Ganschow will keep the Board updated on any progress.

PARK DISTRICT PROMO VIDEO

Manager Huegel introduced Nick DeGrazia of Bitter Jester who has been working with staff on a promo video for the Park District. Manager Huegel stated that the video is not yet finalized, but is in the final stages, and then presented the video.

After viewing the video, Manager Huegel explained that it will be used for new residents, new employees and will be on the website. Executive Director McElroy added that the video would be used at public presentations, such as Rotary and the Ravinia Neighbors Association, as it is a good P.R. tool to show all that the Park District has to offer. Commissioner Waxman also suggested using it as a sales tool at real estate companies in Highland Park.

Commissioner Rosenbaum complimented Manager Huegel and Mr. DeGrazia on a wonderful job, but felt there were very few older people in the video. She stated that as older individuals are moving to Highland Park and becoming a greater and vital part of the community, footage of them enjoying the parks and beaches, at water aerobics, playing golf together, etc. should be included. Commissioner Bernstein agreed and also suggested that the Recreation Center's running/walking track is a magnet and should be promoted as many senior citizens utilize it. President Werhane also suggested including intergenerational footage such as grandparents with their grandchildren, etc.

VENDING CONTRACT

Superintendent Coutts reported that the extended Vending Services Agreement with Mark Vend Company expires on September 30, 2009. Mark Vend has been a great partner during the 10-year agreement. As part of the agreement, \$100,000 was donated for the construction of the Skate Park at Sunset Woods Park. Superintendent Coutts also stated that in 2006 Mark Vend became an active participant in the Park District's Healthy Vending program. They willingly worked with the District, cut their profits and cut their percentage to help the District implement this program.

Staff recommends entering into a new agreement with Mark Vend Company, which is on the Board Meeting Consent Agenda, for the supply of vending machine services at Park District facilities, pending attorney review, at the 10% commission level with a guaranteed annual minimum of \$10,000 per year.

Commissioner Rosenbaum stated that the machine on the 6th hole at Sunset Valley Golf Course does not work and requested that it be fixed. Superintendent Coutts will follow up with Mark Vend. Commissioner Bernstein asked how the Recreation Center's machines were doing and Manager Schulewitz replied that the machines have been updated and are doing fine. Superintendent Coutts also added that the machines will be upgraded with power savings and energy efficiency items.

ADJOURNMENT

There being no further business, a motion was made and seconded. Motion carried to adjourn meeting at 5:57 p.m.

The Workshop Meeting reconvened at 6:43 p.m.

BOARD MEETING VIDEO DISCUSSION

Manager Huegel stated that Comcast will be closing its production studio on Highway 41 at the end of this year which means that the Park District will no longer have access to equipment to broadcast Board meetings and other programs and events. Staff has researched different options including running fiber line and purchasing the necessary equipment and software to continue broadcasting on channel 17, which is quite expensive, and/or streaming Board meetings and other District videos on the internet, purchasing the software and paying a recurring monthly fee.

To continue broadcasting on cable, it would cost \$21,500-\$53,500 to purchase the equipment and software, \$34,500 to run the fiber line, and a recurring annual production cost of \$8,000-\$40,000.

Staff recommends streaming the Board meetings and other videos on the internet. The internet will provide the District with a cost-effective solution as well as allow the community to view meetings/videos at their convenience 24/7.

Staff has researched three companies and recommends Granicus, a company that is known for working with governmental agencies including the City of Highland Park. The startup cost would be \$3,705 with a recurring monthly fee of \$351. The monthly fee will provide the District with support and maintenance, bandwidth and storage for all videos, product upgrades, unlimited access to online training, summary reports and more. Granicus also offers additional features that can be added to the program in the future.

The Park District would be the first park district to initiate this type of Board meeting and video broadcasting in the State of Illinois. The District will still own the cable station, but there would be no further Park District information on it starting January 2010. For those who do not currently have internet access, DVDs of the meetings would be made available for their viewing and they would also be encouraged to utilize the Library's internet access. In the future if the Board wants to put the resources forward, the channel can be revived.

Vice President Waxman felt that it was important that the District publish a bimonthly newsletter to get additional information out to the public. Board and staff agreed it was something to research further.

LAKE COUNTY FOREST PRESERVE DISTRICT / FORT SHERIDAN

Executive Director McElroy reported that the Park District has been invited to participate in the Fort Sheridan Forest Preserve Master Plan Advisory Committee that is being formulated by the Lake County Forest Preserve District (LCFPD). The purpose of the committee is to discuss what would be the best use of the entire Fort Sheridan parcel, primarily the golf course. The committee will then present their findings and recommendations to the LCFPD Board.

A meeting has been scheduled for September 30 at 6:30 p.m. at Oak Terrace School. Meetings are open to the public and all are invited to attend. The Board agreed that President Werhane will be the designated representative on this committee and Executive Director McElroy will be the alternate.

President Werhane stated that in the past few days he has been approached by residents regarding the Fort Sheridan Golf Course as the City of Highland Park has taken a position – a resolution – supporting the golf course. It was agreed that the Park Board would remain neutral and continue communication with the LCFPD. President Werhane and Executive Director McElroy will keep the Board updated on any developments.

PARK AVENUE BOAT ACCESS GRANT

Manager Meyer reported that the District is applying for a Boat Access Area Development (BAAD) Grant from the Illinois Department of Natural Resources (IDNR) for \$200,000, which does not require a match, to rebuild the launch at Park Avenue. It's been over 10 years since the concrete at Park Avenue has been replaced and the underwater portion of the launch has never been done. To replace the concrete and install a floating dock is estimated at \$243,000.

IDNR recognizes the fact that the launch has outlived its estimated lifespan. The application is due September 1, and requires authorization from the Board and the District's commitment to seeing the project through and maintaining it through the period of time required by the grant. Staff is requesting approval from the Board to submit this application.

A motion was made by President Werhane, seconded by Vice President Waxman, to authorize submittal of the BAAD Grant application.

Motion carried.

COMMISSIONER/COMMITTEE/STAFF REPORTS

Executive Director McElroy reported that she and Director Stumpf met with Mike Stein of Congregation Solel earlier this week to discuss their request for access on Park District property during their construction. Executive Director McElroy asked Director Stumpf to update the Board on this request.

Director Stumpf reminded the Board that Mr. Stein of Congregation Solel had approached the Park District earlier in regards to the possibility of a shared drive that was part of a larger project they had envisioned, but has since been scaled back. Their need is no longer for a shared drive, but during their construction timeframe they are looking to create a temporary user access road that would occupy part of Park District property to allow them access into and out of their parking lot. The construction will take place on the west side of their building.

Commissioner Rosenbaum asked if there would be any cost incurred. Director Stumpf replied that there is a list of items that have been discussed and all costs would be borne by the Congregation. He stated that there will be no construction vehicles on Park District property, only passenger vehicles – members of the Congregation and users of the Montessori School.

The Congregation is hoping to have their permits from the City by September 16 and begin construction the following day. The anticipated construction completion would be mid-November.

Commissioner Bernstein asked if there would be any conflicts with Park District programs and had concerns about traffic, suggesting the possibility of someone assisting with traffic control especially on Saturday mornings. Director Stumpf replied that programs will not be affected and that assistance with traffic control from the Highland Park Police Department during Saturday AYSO events has been requested.

Executive Director McElroy reiterated that the main concern is safety and that schedules don't conflict.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein, seconded by Vice President Waxman, to adjourn the Workshop Meeting at 7:16 p.m.

Motion carried.

Secretary