

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
MAY 8, 2018**

The Workshop Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Board Room at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois.

The meeting was called to order at 6:04 p.m. by President Kaplan.

ROLL CALL

Present: Commissioner Grossberg, Vice President Ruttenberg, Commissioner Bernstein, President Kaplan.

Absent: Commissioner Flores Weisskopf

Staff Present: Executive Director McElroy; Deputy Director Donahue; Director Curtis; Assistant Director Carr; Assistant Director Smith; Director Romes; Manager Grill; Director Voss; Director Gogola; Superintendent Ochs; Senior Planner Schwartz

ADDITIONS TO THE AGENDA – None

PARK DISTRICT RISK MANAGEMENT AGENCY (PDRMA) OVERVIEW

Executive Director McElroy briefly reviewed the origins of PDRMA as well as the longstanding relationship between the Park District of Highland Park and PDRMA before introducing Brett Davis, Chief Executive Officer for PDRMA.

Mr. Davis presented an overview of how PDRMA controls cost through risk management. There are two programs that the Park District participates in, Property Casualty and a Health Program. The Park District is one of 161-member agencies of PDRMA. Mr. Davis further explained that PDRMA uses a pooling concept as a long-term solution to managing risk and that rates have remained close to where they were in 2001. He further discussed that safety and wellness are integrated into the decisions and lives of members. PDRMA is member owned, governed and controlled. PDRMA's health rate has increased only 3% in the last three years. Commissioner Grossberg asked if there are other PDRMA's in Illinois. Mr. Davis stated that there are others. Executive Director McElroy closed by stating the relationship with the Park District is excellent and they are a tremendous resource, especially when it comes to employment issues.

PARKS OPERATIONS / GOLF OPERATIONS CONSTRUCTION UPDATE

Assistant Director Smith reported the Parks and Golf Maintenance staff have begun planting the final trees as part of the landscape plan. The asphalt surface layer is scheduled to be installed this week. The need for an epoxy floor coating in the second level garages has been identified and is scheduled to be installed this week. Utilities have been disconnected at the former Parks Maintenance Garage and demolition is scheduled to begin this week. Neighbors have been notified of the demolition schedule.

SUNSET VALLEY GOLF UPDATES

A. GOLF COURSE

Superintendent Ochs explained that everything has “greened up” instantly due to the recent rains. He explained that hole #3 is almost fully ready and that hole #2 is filling in and growing nicely. Superintendent Ochs stated that everything should be filled in by June and will be “dialed up” by July and that the biggest hurdles will be holes #1 and #7 which will take time and good weather.

B. CLUBHOUSE

Director Romes shared that demolition of the clubhouse was completed in the month of April, making way for interior construction to begin. New underground plumbing has been installed, inspected, approved, and patched. Layout for the interior walls and doorways is completed, and drywall framing has begun. Masonry walls have been repaired and constructed. New ceiling structural beams have been installed, ceiling framing has begun throughout the building, duct work is being installed and electrical conduit is being run for low voltage. New electrical distribution conduits have been installed and electrical work should be completed in the next few weeks. New water lines and new sewer piping have been installed in the basement. Underground drainage lines outside the building are being installed. The exterior of the building should start to progress in the coming weeks with the welcome of warmer weather.

Bids have been released for the parking lot asphalt repair, in addition to installation of new parking lot lights, conversion of the cart barn to accommodate electrical powered golf carts, and the installation of two new car charging ports. A variety of clubhouse furniture has been purchased. Requests for proposals for both landscaping supplies and labor will be distributed later this month. President Kaplan asked what percentage of the locker rooms were being lost due to the renovation and Director Romes explained that about ½ of the locker room space would be removed to make more room for the public space. Commissioner Grossberg inquired about the use of the basement. Director Romes stated that it will be used for refrigeration, storage, electrical and plumbing.

**NORTHERN SUBURBAN SPECIAL RECREATION ASSOCIATION (NSSRA)
CAPITAL & FACILITY PLAN**

Executive Director McElroy reviewed the strategic planning process that NSSRA started in 2010. Executive Director McElroy explained that NSSRA has been looking to move from its current location which is not handicap accessible, does not have space for programming and does not have adequate office space. The plan for a new building has been to partner with a member agency.

Executive Director McElroy shared that Northbrook will be building an Activities Center and the intent is to partner with NSSRA to address funding and shared use of space. NSSRA and Northbrook will be developing an intergovernmental agreement. She went through the steps of the process leading to approval. All board members expressed support for the project.

Commissioner Bernstein arrived at 6:47 p.m.

HIGHLAND PARK COUNTRY CLUB INTERGOVERNMENTAL AGREEMENT

President Kaplan gave a brief overview of the Highland Park County Club Intergovernmental Agreement. The agreements are as follows:

- Intergovernmental Agreement for the Transfer of Property (Lots 1, 2, 6 & 7) – This agreement addresses the conditions for the purchase of property as well as identifies to convert the golf course to a natural passive area. Tree Nursery Lease Agreement – This is a separate agreement that addresses the conditions for the City’s tree nursery that will be located on Lot 1.
- Shared Use Agreement (Lot 4) – This agreement addresses the shared use of the Highland Park Country Club building and parking lot which includes banquet operations and general maintenance of the facility.
- Lease Agreement (Lot 3) – This agreement addresses the arrangement for the Park District to operate the Learning Center which includes the Driving Range, Mini Golf and includes the transfer of the Dome.

Commissioner Bernstein requested that at the May 22 Board Meeting Staff make a presentation of the final draft of the agreement. Commissioner Bernstein stated that before there is a vote with the City Council a public meeting forum should be scheduled where staff and community can share their input. He suggested a possible Special Meeting in lieu of discussion at the May 22 Board Meeting.

LAKEFRONT MASTER PLAN UPDATE

Senior Planner Schwartz presented an overview of the Lakefront Master Plan. In 2007, the Park District, in collaboration with city-wide stakeholders, completed and began implementing the Lakefront Master Plan which provided a roadmap for improvements at all lakefront parks, beaches, and ravine ecosystems. GreenPrint 2024 identified the need to prepare a Lakefront

Master Plan Update to better build upon recent accomplishments and to better reflect current community priorities and the changing nature of the lakefront.

Since 2007, much has been accomplished along our lakefront. Major accomplishments include Rosewood Beach Development, Moraine Park Sculpture Garden, lakefront programing expansion, and natural areas restoration at Millard, Moraine, and Rosewood. Now, 11 years later, our lakefront parks and community priorities have changed. As a result, the plan is being revisited and updated to better address today's Highland Park.

The Lakefront Master Plan Update will focus on celebrating accomplishments since the 2007 Master Plan. Acknowledging the changing complexion of the lakefront and community, the update will reassess lakefront priorities. The information gathered through the update and community feedback will better inform the Park District for next steps at Lakefront parks, including Park Avenue Beach.

Staff will provide an overview of the Lakefront Master Plan Update approach and details on the upcoming Lakefront Open House on May 23rd. Commissioner Bernstein reiterated how successful the funding model was for the Rosewood project.

REVIEW OF VOUCHERS

Director Curtis presented bills for checks written April 21, 2018 through May 3, 2018 for an amount totaling \$742,699.50. There were no questions from the Board. Director Curtis reminded the Board about the Finance Committee Meeting on May 9 where Ron Amen of Lauderbach and Amen will be in attendance to present the audit. Director Curtis stated that the 2019 Budget Handbook will be presented at the Manager and Supervisors Meeting May 10.

OPEN TO PUBLIC ADDRESS TO ADDRESS BOARD

Mike Stroz of 580 Hillside Drive, Highland Park, asked for confirmation of time and location for the Lakefront kick-off meeting. Also in attendance were the couple from the Legacy Club.

CLOSED SESSION

Motion was made by Commissioner Grossberg, seconded by Vice President Ruttenberg, to adjourn into Closed Session for discussion of Section 2(c)(1) – the appointment, employment, compensation, discipline of the District including legal counsel for the District; Section 2(c)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired; Section 2(c)6 – the setting of a price for sale or lease of property owned by the District; Section 2(c)8 – security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; Section 2(c)11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent; Section 2(c)21 –

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the discussion of minutes lawfully closed under the Act, whether for the purposes of approval of said minutes or for conducting the semi-annual review of the minutes as set forth in Section 2.06 of the Act; Section 2(c)29 – for discussions between internal or external auditors and the Board.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, Vice President Ruttenberg,
President Kaplan
Nay: None
Absent: Commissioner Flores Weisskopf
Abstain: None

Meeting was adjourned into closed session at 7:28 p.m.

ACTION FROM CLOSED SESSION

President Kaplan reported that the Board met in Closed Session under Section 2(c)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired; Section 2(c)6 – the setting of a price for sale or lease of property owned by the District; Section 2(c)11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent.

No action was taken.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein, seconded by Vice President Ruttenberg and approved by unanimous voice vote. The Board Meeting adjourned at 8:13 p.m.

Respectfully submitted,

Liza McElroy, Secretary