

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
AUGUST 28, 2018**

The Regular 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 6:02 p.m. by President Kaplan.

ROLL CALL

Present: Vice President Ruttenberg, Commissioner Bernstein, Commissioner Grossberg, Commissioner Flores Weisskopf, President Kaplan

Absent: None

Staff Present: Executive Director McElroy; Deputy Director of Operations Donahue; IT Manager Johnson; Director Romes; Assistant Director Carr; Director Voss; Director Gogola; Director Curtis

ADDITIONS TO THE AGENDA

The Board took a moment of silence and reflected on the loss of Michael and Billy Fischer. Michael was a Park Board member for 12 years, and Billy was a beloved figure in the Highland Park community and a long time NSSRA participant.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

CONSENT AGENDA

Minutes from July 24, 2018 Regular Board Meeting; Minutes from August 14, 2018 Workshop Meeting; Surplus Ordinance 18-04; Approval of the 2018 Sustainability Plan; Approval of the Land Management Plan; Bills and Payroll in the amount of \$2,641,507.73.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Bernstein to approve the Consent Agenda.

Roll Call:

Aye: Commissioner Bernstein, Vice President Ruttenberg, Commissioner Grossberg, Commissioner Flores Weisskopf, President Kaplan

Nay: None

Absent: None

Abstain: None

Motion Carried.

UNFINISHED BUSINESS

A. HPCC Agreements

Executive Director McElroy updated the Board on the status of the Highland Park Country Club Agreements. The only remaining issues and proposed changes were discussed.

- The City's Corporate Counsel is now reviewing the Master Agreement to determine if termination will result in any legal issues for the City.
- The City and Park District of Highland Park have agreed to eliminate the Exhibit D from the Tree Nursery Agreement.
- There remains disagreement with the Lot 3 agreement on the determination of the management fee for year 3. The parties have agreed to a 5% management fee for the first two years of the Term, as set forth in the current draft. The current draft also provides that the parties will work together to determine a management fee for subsequent years, based on performance during the first two years.

There was further discussion from the Board. President Kaplan recommended a 5% fee for 5 years. Commissioner Bernstein wanted to clarify that 5% is an accurate management fee. Vice President Ruttenberg noted the City can terminate the lease after 7 years and that there needs to be a commitment to the percentage for the management fee.

Executive Director McElroy confirmed the 2018 Operating Budget for Lot 3 was \$266,000. Commissioner Bernstein noted that this would not have a material effect on the budget. Vice President Ruttenberg recommended a 5% fee with a cap for the first 7 years. Commissioner Flores Weisskopf does not want to negotiate every year. The Board directed President Kaplan to reach out to the Mayor for further discussion. The final outstanding issue is the Parking Lot on Lot 4.

Both the City and the Park District of Highland Park agree to allocating 35 parking spaces for Seniors between the hours of 9:00 a.m. and 5:00 p.m. Vice President Ruttenberg is concerned that this will affect morning patrons, especially the mothers of young children with strollers, etc. Commissioner Bernstein expressed that safety was an issue in the Parking Lot. President Kaplan was concerned with the designated parking hours. Assistant Director Carr noted that the Recreation Center is busy until 10:30 a.m.

The recommendation to take back to the City was that all parties agree on the 35 spaces with the hours and location to be mutually agreed upon by the Park District of Highland Park and the City prior to the Senior Center moving to the Highland Park Country Club.

TREASURER’S REPORT

Director Curtis presented bills for checks written July 20, 2018 through August 3, 2018 for an amount totaling \$2,641,507.00. There were no questions from the Board.

NEW BUSINESS

A. Parks Foundation Update

Commissioner Grossberg shared that the Foundation is trying to create more sponsorship packages. He stated that raffle tickets sold at Sunset Valley Golf Course’s “First on the Turf” raised \$846.00. The Foundation has created subcommittees. One for communication & marketing and one for fundraising, grants and capital projects.

B. Director’s Report

a. Highland Park Country Club Advisory Committee

Executive Director McElroy explained that the Highland Park Country Club Advisory Committee received 25 applications. Executive Director McElroy presented the Board with the names of the 14 chosen to serve on the committee.

b. Ravinia Street Scape Project Update

The City Staff is in the process of working on some designs and construction drawings for Brown Park where they would like to create a public gathering place. The City will be meeting with the Ravinia Business District Association at the end of August.

C. Board Comments - None

OPEN TO PUBLIC TO ADDRESS BOARD - None

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein and seconded by Vice President Ruttenberg and approved by unanimous vote. The Board Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Liza McElroy, Secretary