

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
AMENDED MINUTES OF WORKSHOP MEETING
NOVEMBER 5, 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 6:02 p.m. by President Kaplan.

ROLL CALL

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

Absent: None.

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

ADDITIONS TO THE AGENDA – None

RESOLUTION 18-04 – TRUTH IN TAXATION

Director Curtis reported that a Truth in Taxation Resolution must be approved 20 days prior to adopting the tax levy ordinance. Under Illinois law, if a District is considering extending an aggregate tax levy greater than 5% of the preceding year's levy it must publicly disclose its intention and hold a public hearing. The levy request is \$11,661,498 which is 4.26% increase over last year's extension. Director Curtis also explained that the District is not asking for more than is needed, when capturing new growth.

Since the levy requested is less than 5%, the Park District does not have to hold a Truth in Taxation public hearing. Commissioner Bernstein reported that the Finance Committee fully vetted the tax levy. Commissioner Grossberg stated his appreciation for the levy strategy.

REVIEW OF 2019 DRAFT BUDGET

Director Curtis reviewed the proposed 2019 Park District of Highland Park Budget. This budget represents the calendar year January 1, 2019 – December 31, 2019.

The General, Special Recreation, and Recreation Debt Service Funds anticipate a combined operation surplus of \$2,617,683. Of that surplus, \$3,050,000 will be transferred to the Capital Projects Fund and \$1,556,563 to Debt Service. Debt payments total \$3,078,862 while capital expenditures total \$7,268,247 resulting in a net deficit of \$4,650,563. This is a planned deficit as reserves are being used to support capital projects. The transfer of \$2,500,000 from Recreation Fund to the Capital Projects Fund follows the guidelines of the Fund Balance Policy.

Projects scheduled for 2019 - include replacement and repair projects throughout the district,

continued work on the Highland Park Country Club property and planning for the Centennial Ice Arena lobby and gymnastic space. These initiatives take into consideration storm water management concerns, ADA compliance, and public need.

Using a 'just in time' approach to bonding, two issues were completed, one in 2016 and the other in 2017. Proceeds from these bonds provided the District with additional funds to implement the first GreenPrint 2024 projects. With the projects fully funded, there is no need to issue bonds during 2019. Receipts from the debt extension base will be utilized to support bond payments.

A summary of the budget:

- **2019 planned Deficit of \$4,650,563.**
- **Consolidated revenue** for the fiscal year ending 12/31/19 is **\$23.9M.**
- **Consolidated expenditures** for the fiscal year ending 12/31/19 are **\$28.6 million.**
- **Capital expenditures** are estimated to be **\$7 million.**

Commissioner Bernstein reported that the Finance Committee had thoroughly reviewed the budget with Staff. Commissioner Grossberg wanted to know how the net pension asset effects future pension liability. Director Curtis explained that it helps keep the District's contribution rates down. Commissioner Bernstein stated that the Finance Committee's decision in 2013 regarding IMRF was a good one. Executive Director McElroy stated that it was a bold decision of the Board to close golf operations at the Highland Park Country Club last year, has proven to provide significant savings for the District.

REVIEW OF VOUCHERS

Director Curtis presented the vouchers for checks written October 19, 2018 through November 1, 2018 for an amount totaling \$586,488.00. There were no questions from the Board.

HIGHLAND PARK COUNTRY CLUB AGREEMENTS

President Kaplan opened the discussion and asked Executive Director McElroy to review the issues that remain open. These include the shared cost for the parking lot and lights, the Management Fee for Lot 3 and the Shared costs for the replacement of the Roof.

Vice President Ruttenberg suggested that if a third party take over the management lease for Lot 3, management fees could be captured in the budget. All Board members concurred that the parking lot expenses should be split 50-50 per the original agreement. There was also discussion about the shared cost of the roof. Staff was asked to provide the board with some estimated costs on the replacement.

OPEN TO PUBLIC TO ADDRESS BOARD - None

CLOSED SESSION

Motion was made by Commissioner Bernstein, 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 – 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, Commissioner Flores Weisskopf, President Kaplan
Nay: None
Absent: None
Abstain: None

Meeting was adjourned into closed session at 7:10 p.m.

ACTION FROM CLOSED SESSION IF ANY

Update on The Albion at Highland Park

Commissioner Bernstein recused himself from any discussions regarding The Albion at Highland Park and left the room before the discussion began. Executive Director McElroy provided the Board with an update on The Albion at Highland Park project. The developers came and met with planning staff to provide an update on the project. There has been a recent change made for a variance to the setback from 15 feet to 5 feet on the west side of the building. This is the side of the site that backs up to Sunset Woods Park. Executive Director McElroy reported that this change would also include a means to allow for connectivity to Sunset Road Park from both Green Bay and Central Ave. Commissioner Ruttenberg asked if there was a service drive on the west side of the building. He also asked for park signage at the connecting paths.

Commissioner Bernstein returned to the meeting at 7:19 pm.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein and seconded by Commissioner Grossberg and approved by unanimous vote. The Board Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Liza McElroy, Secretary