

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
FEBRUARY 26, 2019**

The Regular Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Multipurpose Room, 636 Ridge Road, Highland Park, Illinois.

The meeting was called to order at 6:05 p.m. by President Kaplan.

ROLL CALL

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

Absent: Commissioner Bernstein

Staff Present: Executive Director McElroy; Deputy Director Donahue; IT Manager Johnson; Director Romes; Director Curtis; Director Gogola; Assistant Director Smith; Director Voss; Assistant Director Carr; Senior Planner Schwartz; Manager Dunn

ADDITIONS TO THE AGENDA - None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA – None

CONSENT AGENDA

Minutes from January 21, 2019 Special Meeting; Minutes from January 28, 2019 Regular Board Meeting; Minutes from February 12, 2019 Workshop Meeting; American With Disabilities Act (ADA) Coordinator Appointment; Designation of Open Meeting Act (OMA) Officer; Appointment Freedom of Information Act Officers; Policy #3.08 – Check Signing Procedures; Ordinance 19-02 – Updating the Sexual Harassment Policy to Comply with Public Act 100-0554; Approval for Purchase of Capital Replacement Vehicle – Cargo Van; Bills and Payroll in the amount of \$1,127,177.13.

Motion was made by Vice President Ruttenberg to approve the consent agenda, seconded by Commissioner Grossberg.

Roll Call:

Aye: Vice President Ruttenberg, Commissioner Flores Weisskopf, Commissioner Grossberg, President Kaplan; Commissioner Bernstein items A and C-J

Nay: None

Absent: None

Abstain: Commissioner Bernstein item B
UNFINISHED BUSINESS

A. Highland Park Community Nursery School Relocation Discussion

Commissioner Bernstein recused himself from the discussion and left the room at 6:07 p.m.

Executive Director McElroy introduced Zak Waichman from Highland Park Community Nursery School who reported that no significant changes have been made since the last meeting. Mr. Waichman stated that the Highland Park Community Nursery School and the Park District met to discuss the easements agreement regarding access from Ridge Road to the property. It was reported that the Nursery School will be able to pull their utilities from the Red Oak side of the property.

Mr. Waichman asked that the Park District put in a letter to North Shore School District (NSSD) 112. He asked that the letter reiterate what President Kaplan stated to NSSD 112 at their January 15 meeting. Executive Director McElroy asked Mr. Waichman to describe the revised plan which has been modified since the original plan. The current plan for the school will include two classrooms for two-year-olds and two classes of mixed three and four-year-olds. When funding is in place the school hopes to expand.

President Kaplan asked Mr. Waichman for clarification on a letter that has been requested by the NSSD 112 of the Park District. Mr. Waichman's understanding is that NSSD 112 would like to see in writing that the Park District is asking the School District along with the Nursery School to request the new proposed site.

Mr. Hillel Singer, 1847 Edgewood Road, Highland Park, expressed his concerns regarding the Park District protecting its open spaces. He wanted to know if access to the ball fields and swing sets would still be available for Park District programs.

Commissioner Bernstein rejoined the meeting at 6:22 p.m.

B. Personnel Policy Manual

Executive Director McElroy introduced Human Resource Manager Dunn. Manager Dunn reported that most of the revisions that made were new legal requirements and clarifications to existing policies. As a follow-up to the uniform discussion, Manager Dunn shared that the District's attorney is comfortable with the threshold that has been specified in the policy and it restricts employees from wearing uniforms outside of work. Manager Dunn stated that one of the additions made since the February 12th meeting was specific to the Digital Millennium Copyright Act.

Commissioner Grossberg asked about employees wearing their uniforms outside work. Manager Dunn explained that the District does not promote employees wearing their uniforms after work hours. President Kaplan asked that if the uniforms were taxed would it be a one-time tax. Manager Dunn stated that yes it would be a one-time tax and some uniforms worn for safety purposes could be tax exempt.

Motion was made by Vice President Ruttenberg and seconded by Commissioner Grossberg to approve the Personnel Policy Manual.

Roll Call:

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

TREASURER'S REPORT

Director Curtis shared that Spring Registration enrollment is at 1,265 participants, up 165 more participants from last year. Camp Enrollment as of February 15 is greater than 2018 by 31 campers. Director Curtis stated that the Finance Committee Meeting is scheduled for March 22 at 8:00 a.m. Pre-audited 2018 financial information will be reviewed at that time. The final report will not be available until April.

Director Curtis presented the vouchers for checks written January 18, 2019 through February 21, 2019 for an amount totaling \$1,127,177.00. Vice President Ruttenberg stated that he reviewed the vouchers.

NEW BUSINESS

A. Resolution #19-01 – Liza McElroy

President Kaplan read Resolution 19-01 – Honoring Liza McElroy for her 10 years of service to the Park District of Highland Park.

Commissioner Bernstein thanked Executive Director McElroy and shared his highlights on her incredible career at the Park District of Highland Park:

Athletics – Girls sports have come a long way in 10 years.

The “Bench” she has established with Park District Staff is better than ever and it is due to her strong leadership.

Master Plan – A remarkable accomplishment, Executive Director McElroy implemented it, engaged the community and pushed it through.

Commissioner Bernstein closed by saying that Executive Director McElroy’s successor will have big shoes to fill.

Commissioner Flores Weisskopf added that Executive Director McElroy ran the Park District with integrity, was a good partner to local government and was also available to the Board, at all hours. Commissioner Flores Weisskopf shared that Executive Director McElroy is highly respected by the Park District Community and the Northern Suburban Special Recreation Association to name just a few. She closed by saying that it has been a privilege to have worked with the Executive Director.

President Kaplan stated that Executive Director McElroy was leaving the Park District in a better place than when she found it.

Executive Director McElroy stated that there were three words she wanted to share, “Cannot Do Alone”. She thanked the Board and Staff for their hard work and support over the past 10 years and ended by saying, “it’ been an honor and a privilege”

Vice President Ruttenberg said, “the honor and privilege has been ours”.

B. Parks Foundation Board Update

Commissioner Grossberg introduced Parks Foundation Board President Bob Bernstein. Mr. Bernstein shared that the Parks Foundation is planning a capital campaign. The Foundation is in the process of forming FYI, Foundation Youth Involvement, which aspires to grant scholarships to Highwood students who feed into the District 112 schools, for participation in Park District of Highland Park programs. Commissioner Flores Weisskopf said she is proud of the work the Foundation is doing in this area.

Mr. Bernstein reported that the Champions Banquet will be held May 21. Tickets this will be \$75.00 and will include an open bar. The Ravinia Brewing Company has donated 20% of their net proceeds to the Foundation this past week. On April 7 there will be a Shrimp and Crawfish Boil at Blue Grass with a portion of the proceeds benefiting the Parks Foundation.

C. Director’ Report

Executive Director McElroy reported outdoor pool passes go on sale March 1. The early bird discount will run March 1 – March 31. There will be a Fish Fry at Sunset Valley Golf Club on

March 8. College students who will be home in March can enjoy Spring Break memberships at the Recreation Center of Highland Park. The last day of early bird discounts for Summer Camp is February 28.

D. Board Comments - None

OPEN TO PUBLIC TO ADDRESS BOARD

Mrs. Bernstein praised Liza for her hard work, especially her commitment to the senior sector of the community. Mr. Hillel Singer thanked Liza for her service.

CLOSED SESSION

Motion was made by Vice President Ruttenberg, seconded by Commissioner Grossberg 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 Grossberg, Vice President Ruttenberg, Commissioner Flores
Weisskopf, President Kaplan
Nay: None
Absent: Commissioner Bernstein
Abstain: None

Meeting was adjourned into closed session at 6:58 p.m.

Meeting adjourned into Open session at 8:08 pm.

ACTION FROM CLOSED SESSION IF ANY

President Kaplan reported that the Board met in Closed Session under 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.

ADJOURNMENT

There being no further business, a motion was made by Vice President Ruttenberg and seconded by Commissioner Flores Weisskopf and approved by unanimous vote. The Board Meeting adjourned at 8:09 p.m.

Respectfully submitted,

Liza McElroy, Secretary