

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
MAY 28, 2019**

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

The meeting was called to order at 6:24 p.m. by President Kaplan.

ROLL CALL

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

Absent: None

Staff Present: Interim Executive Director Donahue, Director Romes, IT Manager Johnson, Assistant Director Smith, Director Voss, Assistant Director Carr, Interim Director Becker

ADDITIONS TO THE AGENDA - None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA - None

CONSENT AGENDA

Minutes from April 23, 2019 Regular Board Meeting; Minutes from May 1, 2019 Special Meeting; Minutes from May 14, 2019 Workshop Meeting; Minutes from May 19, 2019 Special Meeting; Minutes from May 22, 2019 Special Meeting; Approval of Golf Dome Lease Agreement; Approval of Sunset Valley Golf Club Practice Area Architect Agreement; Approval and Purchase of Capital Replacement Utility Tractor; Bills and Payroll in the amount of \$1,591,693.75.

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

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

UNFINISHED BUSINESS

A. 2018 Comprehensive Financial Report (CAFR)

Interim Director Becker introduced Ron Amen who reviewed the following information. Mr. Amen stated that on May 16, 2019, Matt Beran from the accounting firm of Lauterbach & Amen presented to the Finance Committee, a draft version of the Park District of Highland Park's audited financial statements for 2018. Lauterbach & Amen issued an unqualified or clean opinion for the report. Also, for the 29th consecutive year the District earned the Government Finance Office Association (GFOA), Certificate of Achievement for Excellence in Financial Reporting. In accordance with state statute, the CAFR must be approved by the Board of Commissioners and filed with Lake County by June 30, 2019. The FY 2018 Annual Financial Report will be filed with the State of Illinois Comptroller's office.

Mr. Amen reviewed the financial pages as well as the income statement. Mr. Amen explained that the Park District's fund balance decreased by about \$6 million for the tax year. He further explained that the ending fund balance for 2018 was just over \$14 million.

Commissioner Bernstein explained that he and Vice President Ruttenberg attended the Finance Committee Meeting this month which included an extensive discussion and review of the audit. Commissioner Bernstein shared that it was a clean audit and expressed his gratitude to staff for their continued efforts. Vice President Ruttenberg stated that the Park District is in a strong financial position. Commissioner Bernstein added that the District is very stable regarding pensions.

Motion was made by Commissioner Grossberg to approve the 2018 Comprehensive Annual Financial Report, seconded by Commissioner Bernstein.

Roll Call:

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

Motion Carried

TREASURER'S REPORT

Interim Director Becker shared that the report was completed through the month of April and that within each fund comparisons were made to last year and not compared to the budget. Commissioner Bernstein requested Interim Director Becker to report back to the Board with a report, or any observations he feels noteworthy, regarding the current financial state of the Park District. Interim Director Becker stated that he would like to schedule a Finance Committee Meeting to present his report.

Interim Director Becker presented the vouchers for checks written April 19, 2019 through May 23, 2019 for an amount totaling \$1,591,693.75. There were no questions from the Board.

NEW BUSINESS

A. Parks Foundation Update – To be presented at the next Board Meeting

B. Director's Report – To be presented at the next Board Meeting

C. Board Comments - None

OPEN TO PUBLIC TO ADDRESS BOARD

Peggy Luce of the Legacy Club reported that there is a lot of positive activity at Community Park. Ms. Luce stated that there is an informational meeting on June 10 which will include a discussion of Community Park.

Commissioner Bernstein requested that the Park District reach out to the Legacy Club condominium and homeowners to make sure there is a dialogue. Commissioner Bernstein expressed a desire to reach out and be proactive and not reactive. President Kaplan asked Ms. Luce if she discusses the issues from the Park District Board Meetings with the Legacy Club community. She said she does.

Commissioner Flores Weisskopf shared that there is an event at Sunset Valley Golf Club on Friday, May 31 from 4:45-9:00 p.m. Commissioner Flores Weisskopf reported that the event includes nine holes of golf and dinner; but that non-golfers are welcome to join for the dinner option only.

CLOSED SESSION

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

Motion Carried

Meeting was adjourned into closed session at 6:40 p.m.

Meeting was reconvened into open session at 7:00 p.m.

ACTION FROM CLOSED SESSION IF ANY

President Kaplan reported that the Board met in Closed Session under Section 2(c)6 – the setting of a price for sale or lease of property owned by the District.

No action taken.

ADJOURNMENT

There being no further business, a motion was made by Vice President Ruttenberg and seconded by Commissioner Grossberg and approved by unanimous vote. The Board Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Kathy Donahue, Secretary