PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
OCTOBER 22, 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 6:03 p.m. by President Kaplan

ROLL CALL

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

Absent: None

Staff Present: Executive Director Romes; Director Smith; Director Voss; Director Gogola; Interim Director Becker; Assistant Director Maliszewski; Assistant Director Henriques; Manager Fiori; Coordinator Hejnowski; Manager Acevedo; Manager Reyes

PUBLIC HEARING ON ORDINANCE 19-07 – 2019 SUPPLEMENTAL BUDGET & APPROPRIATION

President Kaplan called to order a public hearing on the proposed Supplemental Budget and Appropriation Ordinance for the twelve-month period ending December 31, 2019 for the Park District of Highland Park to order.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Per Commissioner Bernstein’s question, there were no comments received about this budget through the PDHP website. No members of the community chose to speak on this issue. Executive Director Romes reported that there were no written comments received. President Kaplan called for a motion to adjourn the public hearing.

Motion was made by Vice President Ruttenberg to close the public hearing, seconded by Commissioner Bernstein.

Roll Call:

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

Nay: None
Absent: None
Abstain: None

Motion Carried.

ADDITIONS TO THE AGENDA - None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA - None

CONSENT AGENDA
Minutes of the September 19, 2019 Special Meeting; Minutes of the October 2, 2019 Regular Board Meeting; Approval Ordinance 19-08 Adopting Rules for Public Comment; Resolution 19-05 for Kathy Donahue; Approval of Auditor Recommendation; Bills and Payroll in the amount of $1,408,757.93.

A motion was made by Vice President Ruttenberg and seconded by Commissioner Grossberg to approve the Consent Agenda.

Roll Call:

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

Nay: None
Absent: None
Abstain: None

Motion Carried.

President Kaplan stated that part of the Consent Agenda was an ordinance for Park District Rules for Public Comment at Park Board meetings. The City, District 112, and District 113 have instituted similar policies. President Kaplan read the rules pursuant to Policy 2.06.14 of the Park District Policy Manual:
1) All speakers will sign in at the table and state their name and address to the Board.
2) Each person can speak one time only unless otherwise permitted by the Board.
3) All comments are limited to three minutes per person.
4) No debate or cross examination is permitted.
5) All comments must be civil in nature.
Commissioner Grossberg asked about item number 2 regarding the number of questions permitted per agenda item. President Kaplan stated each person is limited to speak one time only per agenda item, but the President or Presiding Officer has discretionary privilege.

**UNFINISHED BUSINESS**

A. Approval of Ordinance 19-07 – 2019 Supplemental Budget & Appropriation for the Park District of Highland Park Fiscal Year 2019

Interim Director Becker stated that the only change to the 2019 Supplemental Budget & Appropriation for the Park District of Highland Park Fiscal Year 2019 was the Northern Suburban Special Recreation (NSSRA) payment which was an unbudgeted amount.

A motion was made by Commissioner Bernstein and seconded by Commissioner Grossberg to approve Ordinance 19-07 – 2019 Supplemental Budget & Appropriation for the Park District of Highland Park.

**Roll Call:**

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

**Motion Carried**

**TREASURER’S REPORT**

Interim Director Becker reported that margins have increased for the Park District of Highland Park. The district has not spent the amount of capital that it had intended. Interim Director Becker reminded the Park Board that before the end of the year transfers will be made from the General Fund for $622,000 and nearly $3.5 million from the Rec Fund to support capital and Debit Service Funds.

Interim Director Becker presented the vouchers for checks written September 26, 2019 through October 16, 2019 for an amount totaling $1,408,757.93. There were no questions from the Park Board.

**NEW BUSINESS**

A. Summer Camp Report

Manager Fiori reported that there were 20 different camps this past summer. She thanked the Northern Suburban Special Recreation Association (NSSRA) for helping to make camps
inclusive for all and thanked all Park District departments. Manager Fiori and Manager Reyes reviewed some of the 2019 highlights and stated that Staff is looking forward to the summer of 2020. Manager Reyes stated that there were 1202 campers, a 5.5% increase from last year. There were 34 SMILE scholarships awarded and 200 counselors were employed. Manager Fiori shared that there were many changes implemented. The Camp Staff worked with the Marketing department to incorporate a new camp theme, “Find Your Adventure” which was a nod to nostalgia. Some of the camp apparel received an update which reinforced the theme and marketing. Manager Reyes explained there was a $50 sibling discount applied to the second child instead of third. Manager Fiori explained that special attention was given to the older age group this summer in hopes of retaining and attracting more pre/teens. Senior Crew XL was created for children in 6th through 10th grade and the Counselors in Training (CIT’s) could choose what camps they wanted to work with at the time of registration. The result was more enthusiasm and commitment from this group.

Manager Fiori shared that the Spotlighters program final performance was held at the Highland Park High School auditorium. She stated that Tennis Camps, Crew Camps, CIT and Spotlighters increased enrollments. The explanation for this was the demographic shift as well as attention paid to customer feedback and current trends. Manager Reyes shared some positive feedback from parents.

In 2020, Sandtrackers and Coast Guardians will be combined into one camp. There will be a new camp for, 1st through 4th graders called High Tide/Low Tide, which will meet at Rosewood Beach. A new Variety Camp for 3rd through 6th graders called Into the Wild will be offered at Heller. Before and After camp will be available for all ages. Camp Sunshine for three-year old’s will extend their hours. Big Top/Little Top will become a four-week camp. Crew has some exciting changes which include, weekly robo coding and magic. Two weeks of Mini-Crew will be offered, and Senior Crew XL will add more field trips to their schedule. Family discounts will be available once again at registration.

President Kaplan asked if Circus Camp would be offered next summer. Manager Fiori confirmed the camp will be offered, as a four-week session only. Executive Director Romes shared that four-week campers are pleased as they can now participate in the show at the end of camp. Manager Fiori explained that another benefit of the four-week session is Circus Camp now supplements the overnight camp experience for some and is not in competition with Overnight Camp.

Commissioner Grossberg asked where this age group had gone to camp in the past referring to Middle School age children. Commissioner Flores Weisskopf stated that kids above the age of 10 felt they were too old for camp, so the Senior Crew XL Camp allows them to stay with the program if they are not ready or wanting to become a CIT, so it’s a great alternative.
Commissioner Grossberg asked if there will be a new camp theme for 2020. Manager Fiori stated that the adventure theme will remain, and staff will meet soon to plan for next season. Commissioner Grossberg asked if the camp numbers could be posted on the website. Executive Director Romes shared that the camp report will be available for viewing.

Commissioner Flores Weisskopf shared her praise of the camp offerings from the Park District of Highland Park. Manager Fiori stated that the Park District has terrific amenities which helps make camp special.

Commissioner Bernstein shared that this was his favorite meeting of the year. He praised Camp Staff for keeping the camps fresh and thinking out of the box every year; which he stated is evident in the numbers. There are fewer kids in the community, yet the numbers stay strong, a testament to all of Staff. Commissioner Bernstein stated that Camp Staff has laid a wonderful foundation for the young people who work for their programs. Vice President Ruttenberg shared that the Park District was in contact with over 100,000 patrons during camp. Commissioner Grossberg explained that camp is often a family’s first experience with the Park District and hopefully the first of many.

B. Summer Aquatics Report
Assistant Director Henriques and Manager Acevedo reported that the Aquatics department staffed 130 employees this summer and it was a great season. Assistant Director Henriques reported that Manager Acevedo conducted about 50 hours of pre-season training. Assistant Director Henriques shared that high safety standards were a priority this season; which included random audits, three points of contact, weekly mandatory in-service training and live-action drills, and mandatory training with the Highland Park Fire Department.

Assistant Director Henriques reported the physical improvements made to Hidden Creek AquaPark which included a new slide pump, 40 new party chairs, 20 new game style blue chairs, and 4 new guard chairs. Manager Acevedo reported that there were 32,000 daily visits and 418 season passes sold for Hidden Creek AquaPark. Memorial Day weekend and the month of June were challenging for the facility due to cool weather. In June Hidden Creek AquaPark experienced 16 days of partial closure and 6 days of full closure due to weather or low attendance. The months of July and August had traditional attendance results, with heavy attendance during the week of July 15-19 due to a heat wave with temperatures reaching 100 degrees. Hidden Creek AquaPark finished the season on a high note with a packed pool on Labor Day.

Manager Acevedo reported that Rosewood Beach recorded higher parking numbers. Staffing recruitment will start in January. For the third full season the auto attendant allowed for a fast and secure way for non-residents to purchase parking and/or admission to the beach. This also allows staff resources to focus on the primary needs of the beach which is public safety. Park District staff monitor the lots to help enforce that non-resident parking is restricted to the upper lot of rosewood beach.
Manager Acevedo stated the Park District provided shuttle bus service to patrons from the overflow parking lot at Ravinia School to the beach, as well as to those who needed help getting from upper Rosewood to the beach. This service was not utilized until July due to a cool start of the summer. She further reported that due to declining revenue for daily admission, staff has investigated attaching the daily admission fee to the parking fee, hoping to capture revenue from non-residents who are not paying the daily entrance fee.

Commissioner Grossberg asked Assistant Director Henriques if Staff is satisfied with the way the height change of the slide was communicated to the patrons. Assistant Director Henriques stated the community was receptive to it as safety is the main concern of both the District and the community. Commissioner Bernstein expressed concern regarding the concessions. Assistant Director Henriques stated that staff felt the service was not up to par, complaints were that concessions were not always open. She explained that in 2020 the Park District will be taking control and keeping concessions in house at both Hidden Creek AquaPark and Rosewood Beach.

C. Parks Foundation Update
Director Gogola reported that the Foundation has 10 members and there’s an application available for a student liaison. Local Resident, Judith Goldman, is making a $10,000 annual golf donation to the Foundation in memory of her late husband Michael Goldman. The scholarship will be available to high school and middle school students in Highland Park and Highwood. Private lessons will be provided for these students, as well as golf equipment. The students will have the opportunity to work one on one with a golf professional. The $10,000 will be reinvested every year.

The Foundation is working on their strategic two-year plan, which will focus on fundraising and capital projects, board structure and by laws, recruitment and presence in the community, and brand awareness. The tasks and timelines for the Foundation are currently being formulated. Commissioner Grossberg stated that he is attempting to meet with each member of the Foundation for a one-on-one conversation. Commissioner Flores Weisskopf asked if membership was a two-year commitment. Commissioner Grossberg said yes, but some people have left before that time period. Commissioner Flores Weisskopf asked if the Foundation members could receive an invitation to attend IAPD/IPRA Conference. Director Gogola thought that was a good idea and she will review the conference program schedule to see if any sessions would apply to Foundation Members.

D. Director’s Report
Executive Director Romes shared the remaining events for the month of October including Trick or Treating at West Ridge on Friday, October 25 and the Chili Open at Sunset Valley Golf Course on Sunday, October 26.
Manager Grill attended the City’s Storm Water Management Meeting on Monday, October 21. The meeting was well attended with 70 residents as well as several elected officials and representatives from the Army Corps and Lake County Storm Water Commission. The Highland Park Country Club Property did not come back from the feasibility study conducted by the Army Corps as a feasible option for regional stormwater management. There may be some federal funding that they’re looking for at Community Park. The mayor is looking for more solutions for Highland Park, as well as other communities along the River. Executive Director Romes stated that the district will keep in contact with the City for next steps.

The Rosewood Beach sand nourishment project began Monday, October 21. Truckloads of sand will be brought to Rosewood Beach. Executive Director Romes stated that the neighbors seem to be understanding. The beach is entirely closed. An attendant will be directing the construction traffic. The project is expected to last about six weeks.

E. Board Comments - None

OPEN TO THE PUBLIC TO ADDRESS BOARD – None

CLOSED SESSION
Motion was made by Vice President Ruttenberg, seconded by Commissioner Grossberg to adjourn into Closed Session for discussion of 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 for discussions between internal or external auditors and the Board.

Roll Call:

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

Motion Carried.

The meeting was adjourned into closed session at 7:01 pm.

The meeting was reconvened into open session at 8:16 pm
ACTION FROM CLOSED SESSION IF ANY
President Kaplan reported that the Board met in Closed Session Section 2(c)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired.

ADJOURNMENT
A motion was made by Vice President Ruttenberg and seconded by Commissioner Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 8:17 p.m.

Respectfully submitted,

Brian Romes, Secretary