

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
JANUARY 11, 2022**

Minutes of the Workshop Meeting of the Park District of Highland Park Held on January 11, 2022. Pursuant to Section 7(e) of the Open Meetings Act, The President of the Board of Park Commissioners has made a finding that it is not practical or prudent to hold in person meetings because of the COVID-19 public health emergency. Neither the elected officials nor the public will be allowed to attend Regular or Committee Meetings in person but will participate virtually. Links to the virtual meeting can be found on the Park District website <https://www.pdhp.org/park-board/meetings/>

The meeting was called to order at 6:06 p.m. by President Ruttenberg.

ROLL CALL

Present: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Absent: None

Staff Present: Executive Director Romes; Director Smith; Director Voss; Director Peters; Director Gogola; Director Carr; Assistant Director Maliszewski; Assistant Director Murrin; General Manager/Superintendent of Golf Operations Ochs; Manager Johnson; Manager Grill

Guest Speakers: Larry Block, Highland Park Strings

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT

Peter Mordini

1853 Sheahen Court, Highland Park

Reported that it would be devastating if the boat ramp was closed another summer. He recommended not staffing the site to cut costs so that the temporary repair is approved.

2022 HIGHLAND PARK STRINGS SPONSORED ORGANIZATION AGREEMENT

At the December 16, 2021 Park Board Regular Meeting the Board of Commissioners approved an Agreement with The Highland Park Strings per the District's Affiliate and Sponsored Group Policy, with the exception of the financial stipend that was requested by the Strings.

At the request of the Park Board, the Founder and General Manager of the Highland Park Strings, Larry Block, is here this evening to provide a short presentation regarding the organization's history, impact on the community, and request for a financial stipend from the Park District in support of providing services to the community. Staff are not requesting approval at this time, just for the Highland Park Strings to provide an update.

Mr. Block reported that the Strings have presented over 200 concerts, which are played regularly at the Highland Park High School. Due to the pandemic, those concerts were put on hold until October of 2021. Typically, there are 900 attendees, however, there were only 400 this past October. For the past 43 years, the Park District has provided a financial stipend to the Strings, however, the amount has varied over the years. As of today, things are difficult for musicians and all of the arts, furthermore, their audience is composed primarily of seniors. Instead of traveling to downtown Chicago and paying over \$200 per ticket, families and individuals can come to the local high school and enjoy a free concert. Mr. Block reported that the Strings are asking for a fairly modest contribution from the Park District to help pay the musicians, rehearsal space at Trinity Church, and concerts they offer at the Ravinia Hall. He reported that the Strings are grateful to the Park District for their support and an annual stipend of \$15,000 and they would appreciate any financial support in 2022.

President Ruttenberg thanked Mr. Block for his presentation and indicated that the request for a financial stipend from the Park District will not be addressed this evening.

Commissioner Bernstein thanked Mr. Block for his presentation and appreciates everything they provide to the community.

Vice President Grossberg echoed Commissioner Bernstein's sentiments.

Commissioner Kaplan thanked Mr. Block. Additionally, he has attended several shows.

Vice President Grossberg would like to know how many members are from Highland Park.

Mr. Block reported that there are 10 members from Highland Park.

SUNSET WOODS PARK PLAYGROUND RENOVATION PROJECT UPDATE

Manager Schwartz provided a brief update of progress at Sunset Woods Playground, reporting that site prep work, demolition, removals, grading, drainage, concrete work, and playground equipment were installed in 2021. Construction will slow down due to the cold weather; however, staff expects construction to resume in March. In the 2-5 play area the primary play structure, swings, and curbs have been installed. In the 5-12 play area spinners.

WEST RIDGE PARK SITE AND BUILDING UPDATE

Manager Schwartz reported that the Park Board interviewed the top two architectural firms on December 15, 2021, and staff and the Park Board selected Holabird & Root. Staff plan to present a cost proposal to the Finance Committee on January 20, and will present a draft contract to the Park Board at the February 9 Workshop Meeting and hopes to award the contract at the February 23 Regular Board Meeting.

As a reminder, Manager Schwartz reported that the Professional Services Tasks Proposal include:

Task 1: Visioning & Strategic Planning Services, which will re-establish the vision and align it with the GreenPrint Master Plan Update. This redefines why this project is a priority and what community needs will be addressed. It will also briefly re-explore partnership opportunities.

Task 2: Site Selection Services analyzes and aligns a potential location with the preliminary scope.

Task 3: Financial Strategy Services analyzes and aligns the preliminary scope with cost modeling. Staff will create a proforma that justifies spatial needs based on cost services, cost recovery and meeting a mission-critical community need.

Task 4: Programming, Planning, and Preliminary Design Services develop project programs, preliminary designs through Key Stakeholder Engagement. The team will develop renderings and 3D animations.

Task 5: Design, Documentation & Administration which includes schematic design, design development, construction documents, permit, and bid coordination, construction administration, and project closeout.

At the January 20 Finance Committee meeting staff will have costs and timeline associated with the above five Tasks.

Manager Schwartz reported that staff are working to get a construction management firm on board for pre-construction services. The goal of the contract is to create a structure of checks and balances from the first day of the project. The pre-construction scope tasks the construction manager, to provide an accurate cost estimate through the design process and to guide the project towards more efficient cost-effective building methods and materials. The contract will be based on hourly rates and staff estimates the District's expenses will range from \$5,000 - \$25,000. Staff are targeting to issue the RFP tomorrow, proposals will need to be returned later this month, and staff will review those submissions and create a shortlist to interview finalists on February 7 and 8, and target to award on February 22.

President Ruttenberg would like to know when the Park Board will be involved.

Executive Director Romes reported that an update will be shared at the January 20 Finance Committee Meeting.

President Ruttenberg would like to know if staff are communicating with construction firms that the District has used in the past.

Manager Schwartz reported that staff are in communication with construction firms who have done work at PDHP in the past and are in communication with neighboring park districts to compile a list of recommended firms.

APPROVAL OF THE 2022 AMENDED BOARD MEETING CALENDAR

Executive Director Romes reported that the Park Board of Commissioner approved the 2022 Board meeting Calendar at the November 16 Regular Board Meeting, however, the Park Board requested that the Board Meetings move from Tuesday to Wednesday evenings at the December 16 Regular Board Meeting, so staff amended the 2022 Board Meeting Calendar to reflect those changes and are requesting approval of those changes. If approved, the District would begin meeting on Wednesday evenings on January 26, 2022.

A motion was made by Commissioner Kaplan and seconded by Commissioner Freeman to approve the 2022 Amended Board Meeting Calendar.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Abstain: None

Motion Carried

APPROVAL OF CHANGES TO POLICY #2.06 “MEETINGS”

Executive Director Romes reported that the District’s current Policy states that Board Meetings will take place on the second and fourth Tuesday of each month, so the policy has been changed, at the request of the Park Board. As a result, the Park Board will need to approve the changes to Policy #2.06, indicating that Board Meetings will take place on the second and fourth Wednesday of each month. As always, if the day of any meeting falls on a legal holiday, the meeting shall be held when designated by the Board.

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein to approve the recommended updates to Park District Policy 2.06 regarding the Annual Meeting and Regular Meetings.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Abstain: None

Motion Carried

REVIEW OF VOUCHERS

Director Peters reported that staff were asked to refrain from spending in most of December so the packet was small. The largest expenditure was the monthly insurance payment to PDRMA for about \$157,000.

OTHER BUSINESS

Executive Director Romes reported that the 13th Annual Dr. Martin Luther King Jr. Day of Service on January 17, 2022 will be held virtually due to the COVID pandemic. The Zoom link can be found on the City’s website at www.cityhpil.com/mlk.

The federal holiday declaring the third Monday of every January as Martin Luther King Jr. Day was signed into law by President Ronald Reagan in 1983. Intended as a day of service, Highland Park's virtual event

will honor the civil rights icon with virtual keynote presentations from City Mayor Nancy Roterling, Vice President Terry Grossberg, Teri Steinberg, and Patrick Dankwa John. Patrick will be discussing how Dr. King's radical message urging a redistribution of political and economic power has been diluted and sanitized over time. He will reflect on some ways that we can revive Dr. King's dream of a world free of hatred and exploitation. Lastly, there will also be a performance by the Highland Park High School Band members.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

Councilwoman Lidawer
1707 St. Johns Avenue, Highland Park

Councilwoman Lidawer reported that the City of Highland Park could not have put together the MLK Day of Service event without the help of Vice President Grossberg.

CLOSED SESSION

A motion was made by Commissioner Kaplan, seconded by Commissioner Bernstein to adjourn into Closed Session for discussion of Section 2(c)1: The employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Freeman, Commissioner Kaplan, Vice President Grossberg, President Ruttenberg

Nay: None

Absent: None

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 6:43 p.m.

The meeting reconvened into Open Session at 6:56 p.m.

ACTION FROM CLOSED SESSION IF ANY

President Ruttenberg reported that the Board met in Closed Session under Section 2(c)1: The employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body.

No action was taken.

Workshop Meeting Minutes
January 11, 2022

ADJOURNMENT

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein and approved by a unanimous vote. The Board Meeting adjourned at 6:57 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary