

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
MARCH 4, 2013**

The Regular 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 5:30 p.m. by President Meyers.

ROLL CALL

Present: Commissioner Bernstein, Commissioner Flores Weisskopf, Commissioner Waxman, Vice President Kaplan, President Meyers

Staff Present: Executive Director McElroy, Director Becker, , Director Donahue, Asst. Director Malartsik, Asst. Director Romes, Manager Natz

Guests: Residents Barnett Ruttenberg, David Sogin, Janet Bernstein, and Tribune Local Reporter John Huston

ADDITIONS TO THE AGENDA – None

PUBLIC COMMENT FOR ITEMS ON AGENDA

Mr. Ruttenberg gave positive comments about the Clean Energy Grant for geothermal heating in the proposed Interpretive Center at Rosewood Beach.

CONSENT AGENDA

Minutes of January 22, 2013 Board Meeting and February 12, 2013 Workshop Meeting; Bills and Payroll in the amount of \$1,222,021.15; Final Payout #3 to Hacienda Landscaping Inc. in the amount of \$20,095.40 for the West Ridge Playground Renovation Project; Payouts #4 and #5 to Cordogan Clark & Associates, Inc. in the amount of \$15,750 for Architectural and Engineering Services for ADA Improvements; Payout #1 to AT Group, Inc. in the amount of \$2,850.45 for Owners Representation Services; Payout #4 to David Woodhouse Architects, LLC in the amount of \$5,400 for Rosewood Design; Accessible Mini Bus Bid in the amount of \$40,432.00; fuel Bid in the amount of \$0.150/gallon above OPIS published price; Recreation Center of Highland Park Cleaning Services Bid in the amount of \$90,688; Data Security Policy; and Wellness Policy.

Motion was made by Vice President Kaplan, seconded by Commissioner Waxman, to accept the Consent Agenda.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Flores Weisskopf, Commissioner Waxman, Vice President Kaplan, President Meyers

Nay: None
Absent: None

Motion carried.

UNFINISHED BUSINESS

MASTER PLAN AGREEMENT

Executive Director McElroy stated that per Park Board direction from the February, 2013 Workshop Meeting, staff is requesting approval of the contract with The Lakota Group for Comprehensive Master Planning Services for a total project fee of \$128,794.00. She said that the contract has been reviewed and approved by legal counsel. A kick-off meeting will be held on March 20th, and a detailed time-line will be drafted. It will be kept as an interactive process with opportunities for public input. The final plan is expected to be ready for approval in December, 2013.

Commissioner Bernstein gave a brief overview of the Master Plan. He said the original Plan was from 1993 and was outdated. He asked to have it updated to create a living document which would be used as a blueprint for future Park District projects.

Motion was made by Vice President Kaplan, seconded by Commissioner Waxman, to approve the contract with The Lakota Group for Comprehensive Master Planning Services.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Flores Weisskopf, Commissioner Waxman, Vice President Kaplan, President Meyers

Nay: None

Absent: None

Motion carried.

PUBLIC HEARING

President Meyers announced the Public Hearing open at 5:47 p.m. to receive public comments on the proposed Supplemental Budget and Appropriations Ordinance 13-2. He explained that all persons desiring to be heard will have the opportunity to present written or oral testimony at this time.

President Meyers asked for comments from Park Commissioners, oral or written testimony, and public comments. There being none, he asked for a motion to adjourn.

Motion was made by Vice President Kaplan, seconded by Commissioner Waxman, to adjourn the Public Hearing at 5:48 P.M.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Flores Weisskopf, Commissioner Waxman,
Vice President Kaplan, President Meyers

Nay: None

Absent: None

Motion carried.

2013-2014 BUDGET

Director Becker asked for Board consensus to lay down the proposed budget for thirty days.

Ms. McElroy gave a brief explanation of the budget process which begins in August of each year. She said staff evaluates programs, analyzes trends, and gathers data from surveys. Every line item is reviewed by staff, Finance Director and Executive Director in advance of review by the Park Board.

Director Becker noted that the budget was prepared without a tax increase for the third year in a row. Staff focused on the bottom line and this year's budget has a district wide surplus. On April 2, the Board will be presented with the Final budget for approval.

Motion was made by Vice President Kaplan, seconded by Commissioner Waxman, to give consensus to lay down the Draft Budget and Appropriations Ordinance for a period of thirty days, in accordance with legal requirements.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Flores Weisskopf, Commissioner Waxman,
Vice President Kaplan, President Meyers

Nay: None

Absent: None

Motion carried.

SURPLUS ORDINANCE 13-01

Director Becker explained that when the Surplus Ordinance was first presented at the January Board Meeting, the Commissioners had some concerns that it limited what the District could do with the property. The following two changes were made to address these concerns: The word *disposal* has been changed to "conveyance", because conveyance will take into consideration the additional option of donations in addition to disposals. Also, the words *donate the property to such agency that will make use of the equipment* has been changed to "donate the property to such person or entity that will make use of the equipment".

Director Becker commented that most of the property has some value, although in most cases it is minimal. If the property cannot be sold or donated, the District will dispose of it in the most economical manner possible.

Motion was made by Vice President Kaplan, seconded by Commissioner Waxman, to approve Ordinance 13-01 authorizing the Park District of Highland Park to dispose of surplus property as indicated I Addendum 1 of the Ordinance.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Flores Weisskopf, Commissioner Waxman, Vice President Kaplan, President Meyers

Nay: None

Absent: None

Motion carried.

TREASURER'S REPORT

Director Becker pointed out that there was a large transfer from the Capital Fund to Corporate Fund to pay off the liability. Within the Corporate Fund, revenues are flat and expenditures are up but this is because salaries were reallocated. He said that the District is currently \$1.2 million ahead of budget. Director Becker briefly reviewed the other funds.

NEW BUSINESS

DIRECTOR'S REPORT

Registration Numbers – Asst. Director Malartsik reported that gymnastics numbers at Centennial were up by 130 participants for the fall, and 120 participants for the winter. Skating was down by 23% in lesson programs, but extra ice time was sold back to hockey. When participants were asked why they weren't returning, the number one reason was that their children had chosen to be involved in other sports.

Asst. Director Malartsik also reported that tennis at Deer Creek was up by 102 participants for the fall, and up by 23 participants for the winter. He said that the racket ball court was reconfigured into an indoor golf driving range with two stations, and it is getting a lot of interest.

Asst. Director Romes advised that Membership has grown 23% from last year and is up to 1,683 participants. He described the 8 week Body Transformation weight loss program and said there were 102 participants currently enrolled. Personal Training netted over \$46,000 compared to less than \$30,000 last year, and group exercise has 14 or 15 participants per class.

AED Report - Ms. McElroy distributed a list to Commissioners showing locations and expiration dates of AED equipment. She said they have contacted PDRMA for direction on taking this program outdoors.

Ms. McElroy reported that the District had the opportunity to partner with the City of Highland Park and City of Lake Forest and enter into joint bidding for tree planting and tree care services.

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Also, the District conducted a Job Fair on March 3rd, along with NSSRA, for summer employment.

COMMISSIONER/COMMITTEE/STAFF REPORTS - None

OPEN TO PUBLIC TO ADDRESS BOARD

Mrs. Bernstein, resident, expressed her positive comments about basketball games and swim classes.

CLOSED SESSION - None

ACTION FROM CLOSED SESSION - None

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein, seconded by Commissioner Waxman, and approved by unanimous voice vote. The Board Meeting adjourned at 6:33p.m.

Respectfully submitted,

Liza McElroy, Secretary