

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF REGULAR MEETING  
DECEMBER 13, 2018**

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 6:00 p.m. by Vice President Ruttenberg.

**ROLL CALL**

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

**Absent:** President Kaplan arrived at 6:20 p.m.

**Staff Present:** Executive Director McElroy; Deputy Director Donahue; IT Manager Johnson; Director Romes; Assistant Director Carr; Director Gogola; Director Curtis; Assistant Director Smith; Director Voss

**PUBLIC HEARING ON THE 2019 BUDGET**

President Kaplan called a public hearing for the proposed Budget and Appropriation Ordinance for a 12-month period ending December 31, 2018 for the Park District of Highland Park to order.

**Roll Call:**

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

**Nay:** None

**Absent:** None

**Abstain:** None

Carl Lambrecht, 544 Michigan Avenue, Highland Park spoke about the budget. He does not want to see a reduction in Park District services and would like the District to see where costs can be reduced by 10%. Commissioner Bernstein asked if there had been tracking by the Park District to see if any of the public had reviewed the budget at the locations which had been made available to them for viewing.

Executive Director McElroy 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, Vice President Ruttenberg, Commissioner Flores  
Weisskopf, Commissioner Grossberg President Kaplan

Nay: None

Absent: None

Abstain: None

Motion Carried.

### **UNFINISHED BUSINESS**

#### **A. Ordinance 18-05 – Tax Levy 2018**

Director Curtis stated that on November 20, 2018, the Park Board passed the Truth in Taxation Resolution for the 2018 tax levy (2019 collections). By law, the Park District must wait for 20 days to officially pass the 2018 tax levy ordinance to formalize the estimated levy described in the resolution. The 2018 tax levy ordinance represents the District's request for property taxes and reflects an increase of 4.26% from the 2017 property taxes collected during 2018 and is based on a CPI increase of 2.1% for those funds which are under the property tax cap and four cents per \$100 of Equalized Assessed Valuation for the Special Recreation Fund. This levy focuses on capturing new growth within the District.

Staff requests that the Board pass Ordinance 18-05, tax levy ordinance for 2018 representing the District's request for property taxes to be received in 2019. The amount of the levy is \$11,661,498 (eleven million, six hundred sixty-one, four hundred and ninety- eight dollars), exclusive of debt service.

Motion was made by Commissioner Bernstein; seconded by Commissioner Flores Weisskopf to approve Ordinance 18-05 – 2018 Tax Levy.

Roll Call:

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

Nay: None

Absent: President Kaplan

**B. 2019 Budget & Appropriation Ordinance 18-06**

The 2019 proposed budget was presented to the Finance Committee on October 26, 2018 and then to the Board of Commissioners at the November 20, 2018 workshop meeting. At that time, the Board provided consensus to make the budget document available to the public for a 30-day viewing. The document was available at West Ridge Center, Recreation Center of Highland Park, the Highland Park Public Library and the Park District Website. Also, accordance with Park District Code notification of tonight's hearing was posted in the Highland Park News, Thursday December 6, 2018.

The proposed budget for fiscal year 2019 included total operating revenue of \$23,907,878, and total estimated expenditures of \$28,558,442. This is a planned use of reserves for capital projects related to master planning. Vice President Ruttenberg discussed the Park District's AAA Rating as interest rates remained at 2-3% and Commissioner Bernstein reminded the Board that many hours were spent by the Finance Committee and Staff reviewing the 2019 Budget. Commissioner Bernstein stated that there should be positive revenues at Sunset Valley Golf Club and significant savings with the closure of the Highland Park Country Club. He also commented on the savings the District has realized by paying out the pension obligation.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Bernstein to approve Budget & Appropriation Ordinance 18-06.

Roll Call:

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

**Motion Carried.**

**C. Approval of the Amended November 5, 2018 Workshop Minutes**

Executive Director McElroy noted that Commissioner Bernstein recused himself in closed session from this discussion and then returned to the meeting.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Grossberg to approve the Amended November 5, 2018 Workshop Minutes.

Roll Call:

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

**Motion Carried.**

**TREASURER'S REPORT**

Director Curtis reported that year to date revenues exceeded projections. The 2019 Camp Registration is slightly ahead of 2018. The camp brochure is terrific. The implementation of the new payroll system will begin after January 1.

Director Curtis presented the vouchers for checks written November 9, 2018 through December 7, 2018 for an amount totaling \$1,652,446.82. Vice President Ruttenberg has reviewed the report.

**NEW BUSINESS**

**A. Parks Foundation Update**

Commissioner Grossberg reported First on the Turf netted an \$8,000 profit. A Grant of \$3,000 written to the Foundation from YEA Highland Park. He announced that Coach Mike Ditka will be the guest speaker at the Champions Banquet which will be held on May 21, 2019. The Foundation will be involved in the Martin Luther King Day event as it has in the past.

Director Gogola introduced Julie Clarke of the Highland Park Figure Skating Club who presented a check to the Parks Foundation of Highland Park and a group photo was taken.

Commissioner Bernstein recused himself and left the room at 6:45, prior to President Kaplan's discussion of the Kennedy School property with NSSD 112. Vice President Ruttenberg stated that they were surprised by the state of the progress that was made by the Highland Park Community Nursery School and NSSD 112 and that it was coming up for a vote by the school board next week. Vice President Ruttenberg stated that the Park District did not ask the school district not to vote on the lease. President Kaplan shared his concerns about losing green space and that the Highland Park Community Nursery School would be too close to the curb and the road. President Kaplan stated that more information was needed before further discussion.

President Kaplan updated the Board on discussions he has had with the NSSD 112

President and Sue Blumberg of Highland Park Community Nursery School. The NSSD 112 plans to lease the property to the Highland Park Community Nursery School to build their nursery school.

## **B. Director's Report**

Executive Director McElroy introduced Jeff Smith to discuss the Albion at Highland Park.

### **a. The Albion of Highland Park**

Assistant Director Smith reviewed the site plan of the property for the proposed Albion Development. Assistant Director Smith explained that there will be a path off Central Avenue that will connect to Sunset Park. There will be green areas which will be existing and restored. Executive Director McElroy stated that there will be a natural buffer zone between the building and the park. Commissioner Flores Weisskopf expressed her concerns about 4<sup>th</sup> of July parking. Assistant Director Smith explained that the new pedestrian paths connecting the park to Green Bay will make for safe walking and should ease some of the parking issues.

Keith Jacobs, part of the development team for the Albion explained that the building is 10 feet from the property. They will also restore and landscape around the park border. There are 47 spots that are above grade, they will be used as flex spaces. Vice President Ruttenberg asked if the Park District could also enter into an agreement for parking with the Health Center and the Albion for event parking. Commissioner Bernstein returned to the meeting at 7:09 p.m.

### **b. Before and After School Program**

Director Romes gave a brief update on NSSD 112's Request for Proposal for before and aftercare. President Kaplan asked Director Romes to report back to the Board after that meeting.

### **c. 2016-2020 Strategic Plan Update**

Director Romes reported on the Strategic Plan. The plan includes future planning for Staff and residents with feedback from those parties. There has been a strong focus on analyzing our internal and external competition. Director Romes concluded by stating that the Strategic Plan has been a useful document for the Park District to deliver the best programs and services, operations, and employee development and performance. Commissioner Grossberg commented that it was a powerful document.

## **C. Board Comments - None**

**OPEN TO PUBLIC TO ADDRESS BOARD**

Commissioner Bernstein recused himself and left the meeting at 7:24.

Mr. David Meek, 513 Central Avenue, #400, Highland Park, the attorney for Highland Park Community Nursey school, spoke about the development of a plan for the school when Karger Center closes. Mr. Meek stated that they are on a tight time frame to get the building constructed. NSSD 112 is expected to vote December 18. President Kaplan stated that the District had been advised not to share any information until further notice. Vice President Ruttenberg wanted to know if Mr. Meek had brought a site plan with him to the meeting.

Commissioner Bernstein returned to the meeting at 7:33 p.m.

**CLOSED SESSION**

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

Meeting was adjourned into closed session at 7:40 p.m.

Commissioner Bernstein recused himself during the Closed Session and did not return.

Meeting adjourned into Open session at 8:27 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.

Commissioner Ruttenberg moved to approve a 3% salary increase for Executive Director McElroy retroactive to May 2018. The motion was seconded by Commissioner Flores Weisskopf.

Roll Call:

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

A motion from Commissioner Ruttenberg and seconded by Commissioner Grossberg to extend the IMET Tolling Agreement through December 31, 2019. The motion was approved by

Roll Call:

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

**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 8:43 p.m.

Respectfully submitted,

Liza McElroy, Secretary