

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
NOVEMBER 20, 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 6:03 p.m. by President Kaplan.

ROLL CALL

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

Absent: None

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

ADDITIONS TO THE AGENDA - None

PUBLIC COMMENT FOR ITEMS ON THE AGENDA - None

CONSENT AGENDA

Minutes from October 23, 2018 Regular Board Meeting; Minutes from November 5, 2018 Workshop Meeting; 2019 Board Meeting Calendar; IAPD/IPRA Credentials Certification; Ordinance 18-07 Surplus Property; Approval of Agreement with Paycom Payroll LLC for Payroll and Human Capital Management Services; Approval of Purchase of Capital Replacement Vehicles – Two Pick-Up Trucks; Approval of 2018 Danny Cunniff Tennis Court Drainage Improvements and Rebuild; Bills and Payroll in the amount of \$1,268,140.65.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Grossberg to approve the Consent Agenda.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried.

UNFINISHED BUSINESS

A. Resolution 18-04 – Truth in Taxation

Director Curtis reported that under Illinois law, if a District is considering extending an aggregate property tax levy more than 5% greater than the preceding year's levy, it must publicly disclose its intention and hold a public hearing. Aggregate levy is defined as real estate taxes, exclusive of the election costs and debt service. Also, the District must prepare a Truth in Taxation Resolution at least 20 days prior to adopting the levy ordinance.

At October 26, 2018 Finance Committee meeting, the Tax levy was discussed. The Truth in Taxation Resolution was presented at November's workshop and tonight for approval. Followed by adoption of the levy ordinance at December's Board Meeting.

The 2018 Truth in Taxation Resolution reflects a 4.26% increase over the prior year's extension this represents an increase of \$476,059. This is essentially a cost of living increase based on the CPI while trying to capture new growth. Lake County is estimating new growth of \$19M, which is similar to the previous year's estimate of \$18M.

Determination of the levy request does not guarantee that these funds will be received. In the Spring when property values and tax cap limits are finalized, the tax extension is calculated. If the extension is lower than the levy requested, the levy requested will be scaled back to equal the extension.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Grossberg to approve Resolution 18-04 Truth in Taxation.

Roll Call:

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

Motion Carried.

B. Approval of the Highland Park Country Club Agreements

Executive Director McElroy explained that The Park District of Highland Park and City of Highland Park have been operating pursuant to a 1996 Intergovernmental Agreement

pertaining to Highland Park Country Club (HPCC).

For several years, the Park District was operating the banquet services and golf course operations. With the renovation of the Sunset Valley Golf Course, the Park District provided notice to the City of its intention to discontinue golf services at the HPCC for the 2018 year. The golf course property was proposed to be transformed to a nature preserve to be owned and managed by the Park District. For the 2018 year, the Park District continued to manage a contract for banquet operations at the Clubhouse. Effective January 1, 2019 the City will assume oversight of banquet operations at the Clubhouse.

Several agreements have been negotiated between the parties and are recommended for approval. Following is a summary:

- The golf course is proposed to be sold to the Park District in the amount of \$500,000. The Park District intends to redesign the golf course into a Natural Preserve for walking trails and other passive recreational activities.
- The City will lease a portion of the green space to operate a tree nursery at the far north end of the green space property, adjacent to the City's Public Services Building.
- The City will continue to own and operate the Clubhouse. The banquet operations will be conducted by a third-party, managed by the City.
- A Shared Use Agreement has been drafted that articulates the shared space within and adjoining the Clubhouse which includes but is not limited to the locker rooms, entryway, parking lot and other areas as set forth in the agreement.
- The property along Rt 41, currently home to the golf dome, driving range and mini-golf will be leased to the Park District.

In consideration of the new agreements, it is recommended that the Master Agreement between the parties and the Country Club current lease be terminated.

The following agreements are recommended for approval:

- Intergovernmental Agreement for the Transfer of Property, Exhibit A
- Lot 3 Lease Agreement pertaining to the Rt. 41 properties, Exhibit B
- Lot 4 Shared Use Agreement pertaining to the Clubhouse, Exhibit C
- Tree Nursery Lease Agreement, Exhibit D
- Master Agreement Termination Agreement, Exhibit E
- Country Club Lease Termination, Exhibit F

Highlights of the Agreements were discussed at several Park District public meetings. President Kaplan shared that at the end of the day, the City and The Park District were able to come together and agree on what would work best for all involved. Commissioner Bernstein thanked former Board President Scott Meyers for his hard work on earlier negotiations which made this result possible. Commissioner Bernstein thanked the attorneys all for their work on the documents which he explained had many moving parts.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Grossberg to approve Ordinance 18-08 approving agreements between the City and the Park District of Highland Park concerning the Highland Park Country Club Property and authorizing the sale of a portion of the Highland Park Country Club Property to the Park District of Highland Park.

Roll Call:

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

Motion Carried.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Grossberg to approve the Country Club Lease Termination Agreement by and between the Park District of Highland Park.

Roll Call:

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

Motion Carried.

Motion was made by Vice President Ruttenberg; seconded by Commissioner Grossberg to approve the Master Termination Agreement by and Between the Park District of Highland Park and the City of Highland Park.

Roll Call:

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

Motion Carried.

TREASURER'S REPORT

Director Curtis reported that the bulk of the property taxes have been received through September and October. The 2019 Budget will be presented for approval at the December Board Meeting. Commissioner Bernstein asked Director Curtis to provide information as to how many clicks there have been on the Park District website to view the budget, as well as how many people have come to view the budget at West Ridge Center and the Recreation Center of Highland Park.

Director Curtis presented the vouchers for checks written October 18, 2018 through November 8, 2018 for an amount totaling \$1,268,140.00. Vice President Ruttenberg has reviewed the report.

NEW BUSINESS

A. Parks Foundation Update

Commissioner Grossberg reported that the Foundation was meeting concurrently with the Park District's meeting. He will have a report at the December meeting.

B. Director's Report

Executive Director McElroy shared that the District's Thanksgiving hours are available on the Park District website. The Arm Corps is currently working at Rosewood Beach on some restoration work. The Highland Park Country Club Advisory Committee has met and the plans going forward are exciting.

Commissioner Grossberg asked who was on the Advisory Committee, and Executive Director McElroy stated that the members included local government partners, community representatives, representatives from the Audubon Society, storm water management commission, residents, representatives from the special needs commission as well as the cross-country coach from Highland Park High School. Executive Director McElroy explained that attendance has been great at the meetings. Currently there are 13 on the committee and some current discussion has included: water access, trail access, open spaces and nature. She further reported that the Planning Team, headed by Manager Grill, has been involved and includes, Manager Schwartz and Assistant Director Smith. An update will be provided soon. Executive Director McElroy stated that there will be an opportunity for more community feedback available in January 2019.

Executive Director McElroy mentioned that Sunset Valley Golf Club is the newest Park District destination to host a holiday gathering, some dates have already been booked at this location.

C. Board Comments

Commissioner Bernstein shared that there was a recent Baseball Advisory Committee Meeting. House League Baseball is exploding and has been transformed from a Spring Sport to a Fall Sport as well. The program has evolved due to the pleasant weather we have been experiencing in the fall. Commissioner Bernstein reported that the Travel Program is struggling due to competition from Academy teams.

Executive Director McElroy introduced Assistant Director Smith who gave an update on the fishing deck at Danny Cunniff Park. Assistant Director Smith explained that the deck is currently closed because of a couple of caissons which have risen due to the cold weather. The District has hired an engineering firm to assess the damage. The solution the firm recommended is to remove the larger octogen platform, retain the narrower pier and suggested that a railing be constructed. This solution is most cost effective and would provide access to the pond. Commissioner Bernstein asked if the situation was dangerous. Assistant Director Smith stated that as is as the structural integrity has been compromised. Commissioner Bernstein asked to see a report from the engineering firm; Assistant Director Smith said he would provide that information to the Board at a future meeting.

OPEN TO PUBLIC TO ADDRESS BOARD – 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 6:28 p.m.

Respectfully submitted,

Liza McElroy, Secretary