

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
AUGUST 14, 2018**

The Workshop Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Multi-Purpose 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 Bernstein, Commissioner Grossberg, Commissioner Flores Weisskopf, President Kaplan

Absent: None

Staff Present: Executive Director McElroy; Deputy Director of Operations Donahue; Director Romes; Assistant Director Smith; Director Gogola; Manager Grill; Senior Planner Schwartz; Superintendent Ochs

ADDITIONS TO THE AGENDA - None

SUNSET VALLEY GOLF UPDATES

A. GOLF COURSE

Executive Director McElroy introduced Rick Jacobson, the architect for Sunset Valley Golf Course. He thanked Superintendent Ochs and Staff for their hard work. Mr. Jacobson shared his gratitude to the Park District for not opening the course too early and waiting until it was ready for play. He explained that the course is continuing to grow, there will be some more growth in the fall and then again in the spring.

Superintendent Ochs thanked Staff for their help with the project. President Kaplan gave thanks to Superintendent Ochs for his work and acknowledged the efforts of Deputy Director Donahue and Director Romes. Commissioner Grossberg asked how the golf course would handle the water as well as drought. Mr. Jacobson stated that due to the undulations of the course, the rain will drain well and explained that a drought would be easier to correct. Commissioner Bernstein wanted to know if the sprinkler heads had been marked. Superintendent Ochs explained that they have been measured but not marked. Mr. Jacobson explained that the carts should stay on the paths this fall and be monitored in the spring. Commissioner Bernstein inquired about covering the greens during the winter and Superintendent Ochs said the grass will be covered with a heavy top dressing.

Commissioner Bernstein asked about delaying the opening next spring. Mr. Jacobson said the District should and wait to see how the course fares over the winter and spring months.

Superintendent Ochs stated that all the ponds have aerators. Commissioner Bernstein thanked the Staff for the work on the Sunset Valley Golf Course project. Commissioner Bernstein gave a special thanks to Shawn Gordon and Deputy Director Donahue and thanked everyone involved in the golf course renovation.

B. CLUBHOUSE

Director Romes shared that on Monday, August 13, Sunset Valley Clubhouse underwent final building, electric, fire and kitchen inspections to receive a building occupancy permit from the City of Highland Park and a kitchen occupancy permit from Lake County Health Department. Construction contractors and Park District staff have tested all necessary operating systems, and everything passed. The District will receive the necessary permitting to occupy the building on Monday.

As of Friday, August 10, all major construction has been completed and a punch list of minor items remains. Staff, along with project management firm WB Olson and Architects at Woodhouse Tinucci are working to complete punch list items prior to opening.

On the outside of the building, sod, flowers, plants, shrubs, and mulching have been installed on all sides of the clubhouse per the landscaping plan. The signs have been installed. The parking lot will be seal coated and striped on August 14. The cart barn is fully operational and golf carts are being charged. Parking lot lights are completed, and the new car charging stations are working.

The grand reopening “First on the Turf” Golf Outing is scheduled for Friday, August 17 and the course and clubhouse will be open to the public on Saturday, August 18. Tee times are currently being accepted.

Deputy Director Donahue thanked Director Gogola and the Marketing Department for all the marketing and menus and thanked Director Curtis and the Finance Department with their help on budgeting for the renovation. Commissioner Bernstein shared that the FF&E selections are fit perfectly in the Clubhouse. He shared that feedback from the neighbors has been very positive. Commissioner Grossberg asked about umbrellas for the trellis and Director Romes explained that they would wait to see if they needed to be purchased. Commissioner Grossberg inquired about the dining hours of the Clubhouse and Commissioner Bernstein asked about the minimum staffing and Director Romes stated there are none. Commissioner Grossberg asked if the Clubhouse dining was open on Saturdays and what the hours are. Director Romes responded that the Clubhouse dining is open on Saturdays and weekday hours are 7:00 a.m. to 10:00 p.m. and weekend hours are 6:00 a.m. to 10:00 p.m. Commissioner Flores Weisskopf expressed that the Sunset Valley Golf Course logo was perfect.

PARKS OPERATIONS/GOLF OPERATIONS UPDATE

Assistant Director Smith explained that since the previous Parks Operations Golf Operations update in May, the asphalt surface layer in the parking lot has been installed, the epoxy floor coating in the second level garages has been installed, the final trees for the landscaping plan have been planted and the exterior of the building has been painted. In addition, demolition of the former Parks Garage has been completed, and the site has been graded and seeded. An

evaluation of the retaining wall along the south side of the building was conducted and a method to fill the gap between the building and the upper parking lot was being investigated. Screening for the rooftop HVAC units is being designed.

Vice President Ruttenberg asked if the old golf building next to POGO could be painted. Assistant Director Smith shared that it is being investigated. Commissioner Bernstein expressed his concern with the north elevation of the POGO building, stating that it looks harsh from the road. He asked about ways to shield it. Commissioner Grossberg stated that signage could help people to understand the use of the building. Commissioner Flores Weisskopf also wanted to know if there was a way to soften the look of the building's exterior.

SUSTAINABILITY PLAN

Manager Grill shared that the Park District was among first in Illinois to develop an Environmental Policy. In 2015, the District developed the first sustainability plan to identify strategies in support of the Policy and coordinate with City-wide priorities. The District's Green Print 2024 Master Plan calls for a sustainability strategy that communicates a clear message about the District's commitment to environmental sustainability. This update in 2017-2018 highlights accomplishments and prioritizes goals and objectives following the Environmental Policy. Also identifies areas for collaboration with the City's recent update.

Manager Grill reviewed the successes of the Sustainability Plan which include: reducing use of paper by 280,000 sheets, waste stations in parks and facilities where there is a recycling option, updated energy audits with Com Ed, motion activated lighting in most facilities which save over 200,000 kilowatt hours over the lifetime of those units, compilation and saving energy data, two additional raingardens, one at Fink and one at Rosewood Park using native plantings, creation of a Green Events Guideline for renters coming to use our facilities and work with the City in the Green Alliance Project. The District has looked in central purchasing. This summer Camp Big Top employed the use of composting. Manager Grill also stated that through the plan Staff has been encouraged not to use plastic bags.

Vice President Ruttenberg asked about the use of geothermal, like the pump used at Rosewood Beach. Manager Grill stated that Com Ed offers a new construction program which addresses this issue. Vice President Ruttenberg also questioned the wording the Park District uses to encourage alternate energy sources and the ability to retrofit some of the District's facilities. He wanted to know if this should be part of an evaluation for the District. Manager Grill felt that this was a good idea. Commissioner Bernstein noted how beautiful the bluff at Rosewood looked. Commissioner Grossberg asked if there could be some sort of beverage recycling built into the golf carts. Vice President Ruttenberg asked if there could be a reminder to recycle built into the GPS on the carts.

LAND MANAGEMENT PLAN

Senior Planner Schwartz presented an overview of the proposed Land Management Plan. Park District Staff completed a Land Management Plan and are seeking approval of the plan from the Board of Commissioners. The GreenPrint Plan recommended that staff develop a Land Management Plan to review the zoning of park properties and use of undeveloped parks. GreenPrint also recommended other planning initiatives including Storm Water Management,

Natural Area Planning, Cultural Asset Planning, and Trail Planning. These efforts were combined into a comprehensive Land Management Plan.

The completed Land Management Plan is a demonstration of thoughtful collaboration between the various land managers at the Park District of Highland Park and is intended to serve as a foundation for future efforts to improve land management at the District. The recommendations aim to improve operational efficiency and the quality of Park District properties. Topics include: Real estate, Natural areas, Park Maintenance, Storm Water Management, Lakefront Maintenance, Park Amenities, Cultural Assets, and Connectivity.

The plan details existing conditions, opportunities, and challenges that support the objectives to achieve the plan goals. The goals and objectives are intended to be accomplished over the next five years. The Park, Properties, and Planning Department is leading the implementation, evaluation, and tracking of the goals recommended in the plan. The executive summary of the plan has been provided. The full-length plan is available as well.

Commissioner Grossberg asked if there was an outside audit group for best practices that comes to the Park District to make recommendations for best practices. Senior Planner Schwartz stated that inventory was updated for the Parks. Executive Director McElroy shared that the PDHP is an accredited agency within the state of Illinois for the Illinois Association of Park Districts and Illinois Park and Recreation Association which is a complete audit of Parks, Facilities and Management. The District is up for recertification in 2019. Manager Schwartz stated that the five-year planning begins in 2019.

HPCC PLANNING UPDATE

Manager Grill presented that a spatial analysis, completed by Hey and Associates, has revealed areas with potential for wetland restoration as well as places of special significance for habitat and potential programming by District staff. This analysis will create the framework for the efforts of the public advisory committee in planning at the Highland Park Country Club. With this preliminary information, staff has applied for funds from two granting agencies (a third in process) to support wetland restoration, amenities and potentially expand restoration of the pond shorelines to enhance the site for visitors. The grants are with IEPA, OSLAND and ChiCal Rivers Fund.

Staff has begun preparing a schedule for appropriate site preparation this fall to create better outcomes for next years' plantings. Take a Walk, a community outreach campaign, was launched to encourage residents to explore the natural features of the property and provide their thoughts on amenities and activities that might be incorporated into the HPCC conversion plan. Residents can visit www.pdhp.org/hpcc2nature/ to provide feedback. Recruitment for advisory committee members is strong. Potential members have been identified in all areas of interest.

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Manager Grill spoke about the early results from the survey for the launch of “Take A Walk” which indicated that 83% of patrons support walking trails, 41% support bike trails and 76% of patrons support nature views.

Manager Grill outlined the steps to prepare the turf for the conversion to natural area this fall. Vice President Ruttenberg suggested that Staff notify the City of this plan.

Commissioner Bernstein inquired about the status of the Golf Mecca. Executive Director McElroy shared that the original lessor of the golf dome would like to renew his lease.

Staff is seeking approval from the Board to set a date in September for the first Advisory Committee meeting to:

- Provide input to grant applications for park development (due October 1)
- Give adequate notice to advisory committee members for scheduling
- Allow us to work with planning consultants on a revised schedule for work

REVIEW OF VOUCHERS

Executive Director McElroy presented the vouchers for checks written July 20, 2018 through August 9, 2018 for an amount totaling \$983,231.13. Vice President Ruttenberg reviewed them and found them to be fine. There were no questions from the Board.

OPEN TO PUBLIC TO ADDRESS BOARD

Peggy and Tom Lives of the Legacy Club had a question about a plan for a patch of land on the map.

Commissioner Flores Weisskopf spoke about her neighbor Art Weinstein who is now 83 and has been golfing at Sunset Golf Club since he was seven years old.

Commissioner Bernstein asked how we would get feedback from golfers.

Commissioner Grossberg shared that the Parks Foundation is still looking for members, specifically a golf member.

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 8:00 p.m.

Respectfully submitted,

Liza McElroy, Secretary