

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
AUGUST 13, 2013**

The Workshop 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 President Meyers.

ROLL CALL

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

Staff Present: Executive Director McElroy, Director Becker, Director Stumpf, Director Baker, Director Behlow, Director Donahue, Asst. Director Malartsik, Manager Scheve, Manager Naatz, and Recording Secretary Jendreas

Guests: Residents Janet Bernstein and Rick Heineman; Councilman Alyssa Knobel, City of Highland Park; Larry Block, Founder and General Manager of Highland Park Strings

ADDITIONS/DELETIONS TO THE AGENDA – Discussion of Hidden Creek

HIGHLAND PARK STRINGS

Larry Block, Founder and General Manager of the Highland Park Strings, gave a brief update on their 35th anniversary concert series. He thanked the Park District for being their principle supporter for the past 35 years.

NSSRA CAPITAL ACQUISITION PLAN

Craig Culp, Executive Director of NSSRA, showed a video that explained NSSRA's Mission which is to enrich the lives of people with disabilities in partner communities through quality recreation services. He reviewed the Capital and Facility Acquisition Plan, and said their goal is to find the most suitable permanent location for NSSRA with a partner agency. The current facility has no meeting space, no programming space, and no safe drop-off spot. This facility would be sold when a new location is found.

A short discussion ensued about funding, and since Ms. McElroy is on the NSSRA Board she will report back to the Commissioners as the project progresses.

GREENPRINT 2024 UPDATE

Executive Director McElroy advised that the Lakota Team recommends that another community survey be conducted as a part of the Master Planning process. The reasons for this recommendation are that much has changed since the last survey in 2009 including the economy, demographics and trends in recreation. She said Leisure Vision can implement the survey in 8 to 10 weeks at a cost not to exceed \$10,000.

A lengthy discussion ensued among Commissioners.

Commissioners all agreed that they wanted to see more reliable data without pushing back the Master Planning process. Commissioners felt the timing of the survey was wrong and should have been done at the beginning of the process.

Rick Heineman, resident, expressed his views on using local market research individuals to hold focus groups rather than send out a survey.

President Meyers proposed, and Commissioners agreed, to authorize Ms. McElroy to use her discretion in proceeding with the Lakota Group, in a professional manner, to obtain statistical data in the most reliable fashion. He said it is important to determine a timetable from Lakota in order to make a decision as to what discussions will take place next in the process.

President Meyers called for a short break at 7:45 p.m. He called the meeting back to order at 7:56 p.m.

LIGHTNING SAFETY RECOMMENDATIONS

Assistant Director Malartsik explained the current procedures for weather situations, specifically lightning. He said that the District's goal is to increase productivity and maximize safety by providing patrons with critical, timely lightning warnings. Therefore, staff is recommending budgeting and installing a lightning and storm detection system.

Assistant Director Malartsik said the estimated costs for the installation of these lightning detection systems range from \$5,000 to \$15,000 per unit.

Commissioners were in favor of moving forward and making sure all Park District facilities and parks were covered.

SAFETY MANUAL REVIEW

Director Stumpf explained that the Park District maintains a written set of procedures for creating a safe workplace, proper reporting, and retention of records and handling of emergency situations. This document is updated regularly, and revised in full every third year. It will be brought to the Board for formal action to approve it at the August 27, 2013 Meeting.

ENVIRONMENTAL SCORECARD REVIEW

Director Baker said that the Environmental Report Card is an agency self-assessment guide used to measure a district's level of environmental stewardship in relation to a set of standards. The current score of 88% gives the Park District a good rating and provides a tool for measuring future performance.

Director Baker listed the environmental goals recommended for the coming year.

ROSEWOOD BID PROCESS

Executive Director McElroy reviewed the schedule for all steps within the Park District's Rosewood Project bid phase. She said the bid results will be discussed during the September 10th Workshop Meeting, and staff recommends that a Special Meeting take place immediately following the Workshop, for bid approval.

ADVISORY COMMITTEE ASSIGNMENTS

Ms. McElroy provided a list of Advisory Committee Assignments. Commissioners reviewed the list, made some adjustments, and assignments will be finalized at the Regular Board meeting on August 27, 2013. It was recommended that the Parks and Heller Advisory Committee be merged with Sustainability Committee.

REVIEW OF VOUCHERS

There were no questions or comments regarding the Voucher List.

HIDDEN CREEK DISCUSSION

Ms. McElroy advised that, as a result of customer inquiries, staff has looked into extending the pool season for lap swimming past Labor Day. After a brief discussion, Commissioners and staff agreed that cost issues would prevent this extension. The pool would lose an estimated \$892.00 per day.

OPEN TO PUBLIC TO ADDRESS BOARD

Resident Rick Heineman expressed his views on the lightning protection system.

CLOSED SESSION

Motion was made by Commissioner Bernstein, seconded by Commissioner Flores Weisskopf, 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)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 Flores Weisskopf, Commissioner Rutenberg, Vice President Kaplan, President Meyers

Nay: None

Abstain: None

Absent: None

Motion carried.

Meeting was adjourned into Closed Session at 8:39 p.m.

ACTION FROM CLOSED SESSION

President Meyers 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; 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.

No action needs to be taken.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Bernstein, seconded by Vice President Kaplan, and approved by unanimous voice vote. The Board Meeting adjourned at 10:30 p.m.

Respectfully submitted,

Liza McElroy, Secretary