

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
FEBRUARY 8, 2023**

The meeting was called to order at 6:01 p.m. President Grossberg.

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Bernstein to allow Vice President Freeman to participate in tonight's meeting by electronic means.

Commissioner Kaplan joined the meeting at 6:13 p.m.

ROLL CALL

Present: Commissioner Bernstein, Commissioner Ruttenberg, Vice President Freeman, President Grossberg

Absent: Commissioner Kaplan

Staff Present: Executive Director Romes; Deputy Director Carr; Director Smith; Director Peters; Director Voss; Director Gogola; Director Maliszewski; Director Murrin; Manager Ochs; Manager Schwartz; Coordinator Hejnowski

Guest Speakers: Jess Wilhite, Kiefer USA, Jeff Carroll Shaw Sports Turf, Inc., Don Matthews, Gewalt Hamilton Associates

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

CONSTRUCTION PROJECT UPDATES

A. Fink Park Athletic Field Development project

Director Maliszewski reported that Gewalt Hamilton Associates is here this evening along with representatives from Kiefer USA and Shaw Sports Turf, Inc. to provide a project update. Mr. Matthews of Gewalt Hamilton Associates shared design plans of the baseball field highlighting drainage and storm sewer piping locations, along with placement for synthetic turf, synthetic grass, and natural grass. Based on the floodplain elevations throughout the site and baseball field, Gewalt Hamilton Associates are recommending Shaw Sports Turf Incorporated Momentum Fiber System which uses silt technology and an interlaced structure to hold down infill and reduce fly-out while maintain a sturdy and reliable playing surface.

Commissioner Ruttenberg would like to know what type of maintenance is needed and how often.

Jeff Carroll of Shaw Sports Turf, Inc. reported that a groomer would need to be purchased, he can provide a list of models, but they could cost up to \$10,000.

Director Maliszewski reported that the District has funds set aside for maintenance.

B. Centennial Ice Arena Facility and Site Renovations project

Manager Schwartz shared images of the entry and lobby drop off progress, along with several interior renovations including the roughings, restrooms, and tile work.

C. Centennial Ice Arena Rink Floor Replacement project

Director Smith reported that the rink floor is completed. Park District staff are painting the area. Afterwards flooring will be installed and the board will go in. Ice will be available to user groups in April.

APPROVAL OF THE ILLINOIS MUTUAL RETIREMENT FUND (IMRF) AUTHORIZED AGENT APPOINTMENT TO LARRY M. CARR AND SUPPORTING RESOLUTION

A motion was made by Commissioner Kaplan and seconded by Commissioner Ruttenberg to appoint Larry M. Carr, Deputy Director of Facilities and Operations, as the District's IMRF authorized agent and the supporting resolution # 2023-02.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Kaplan, Commissioner Ruttenberg, Vice President Freeman, President Grossberg

Nay: None

Absent: None

Abstain: None

Motion Carried

RECREATION CENTER OF HIGHLAND PARK FITNESS MEMBERSHIP PRESENTATION

Director Murrin reported that the Fitness Your Way Membership was launched January 6, 2022, to regain members after 2,200 were lost from COVID. Staff focused on acquisition, integration, and retention with this new membership, promoting and offering facility tours, 2-week free trials, orientations and promotions. When COVID restrictions relaxed, and with a strong marketing push, 112 new annual members were gained in the month of April. She provided a summary of each area, reporting that the majority of users have a basic membership, group ex averages 12 participants per class and the average class participant age is 58 years old. In 2022 160 unique users utilized personal training services with the average age being 58 years old. In 2022 3,413 residents and 636 non-residents used the walking track. Added services for 2022 included Kids Club, Wiggle Time, Open Pickleball, Open Gym, and Open Swim. As for 2023 staff set monthly membership goals and she is pleased to report that the actual sales in January surpassed budgeted by 101 memberships. Staff are working closely with the marketing department to attract new members while retaining the current.

President Grossberg would like to know if fitness cafes help attract new members.

Director Murrin reported that her studies and past experiences have always seen a loss in revenue from fitness cafes.

President Grossberg would like to know if there is any synergy from the Preserve and offering more outdoor fitness classes.

Director Murrin reported at this time, staffs efforts are focused on membership and group fitness instead of specialty programs such as those.

Commissioner Kaplan reported that as a daily user he has noticed in the last 7 months that the wow factor has returned. Overall, he feels it is a much better experience.

Commissioner Bernstein would like a presentation regarding the Districts Emergency Action Plans and use of AED's and similar situations.

Director Murrin reported that the Recreation Center of Highland Park recently held an EAP staff training which included AED locations, usage and staffing responsibilities in emergency situations.

Commissioner Ruttenberg would like to know if the District should follow boutique fitness methods.

Director Murrin reported that staff are exploring those options.

REVIEW OF VOUCHERS

Director Peters reported that the only significant check was for Schaeffges Brothers, Inc. for a little less than \$150,000.

OTHER BUSINESS

Commissioner Bernstein requested an update on the Champions Gala.

Director Maliszewski reported that the District is on track to meet or beat the 2019 attendance and shared some of the prizes, which are much more elegant than previous years.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

None.

CLOSED SESSION

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Kaplan, to adjourn into Closed Session for discussion of 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.

Roll Call:

Aye: Commissioner Bernstein; Commissioner Ruttenberg, Commissioner Kaplan; Vice President Freeman, President Grossberg

Nay: None

Absent: None

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 7:04 p.m.

The meeting reconvened into Open Session at 8:00 p.m.

Action From Closed Session If Any

President Grossberg reported that the Park Board of Commissioners met in Closed Session under 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.

No action was taken.

ADJOURNMENT

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Kaplan and approved by a unanimous vote. The Board Meeting adjourned at 8:01 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary