

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
JUNE 28, 2023**

The meeting was called to order at 6:03 p.m. President Grossberg.

ROLL CALL

Present: Commissioner Kaplan, Vice President Freeman, President Grossberg

Absent: Commissioner Bernstein, Commissioner Ruttenberg

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

Guest Speakers: None

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

ADOPTING A PROCLAMATION FOR THE DESIGNATION OF JULY AS PARKS AND RECREATION MONTH

President Grossberg reported that since 1985, America has celebrated July as the nation’s official Park and Recreation Month. Created by the National Recreation and Park Association (NRPA), Park and Recreation Month specifically highlights the essential and powerful role that local park and recreation agencies and their professionals – play in building stronger, more vibrant, and resilient communities across the country. It is my privilege to read our Park Board’s proclamation designating July as Parks and Recreation Month.

Vice President Freeman read the proclamation.

Executive Director Romes thanked the Park Board of Commissioners. This year’s national theme for Parks and Recreation month is “Where Community Grows.” The Park District of Highland Park has been integral to bringing Highland Park and Highwood residents together for over 114 years, providing essential services and fostering growth in our community. We provide connections to open space, recreational programs, promoting health and wellness, and improving our residents’ physical, emotional, and mental health. This July, we will be highlighting how our parks and programs support our community’s growth and well-being and celebrating with a series of events and activities. To kick it off, here is a video produced by our Marketing Team that illustrates how our Park District contributes to the growth of our community.

A motion was made by Commissioner Kaplan and seconded by Vice President Freeman to adopt the Proclamation for the designation of July as Parks and Recreation Month.

Roll Call:

Aye: Commissioner Kaplan, Vice President Freeman, President Grossberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Ruttenberg

Abstain: None

Motion Carried

CONSENT AGENDA

A motion was made by Commissioner Kaplan, seconded by Vice President Freeman to approve Minutes May 10, 2023 Workshop Meeting, Minutes May 16, 2023 Finance Committee Meeting, Minutes May 24, 2023 Annual Meeting, Minutes May 24, 2023 Regular Meeting, Resolution 2023-07 Authorizing a Sole Source Contract for Procurement of the ABI Force Z-23 with Attachments, Rejection of 2023 Larry Fink Memorial Park Baseball Field Improvements Bids, and Bills and Payroll in the amount of \$3,326,373.23

Roll Call:

Aye: Commissioner Kaplan, Vice President Freeman, President Grossberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Ruttenberg,

Abstain: None

Motion Carried

FINANCIAL FORECASTS AND TREASURER'S REPORT

Operations (General and Recreation Funds) Budget vs. Actual

Director Peters reported that as of May 31, actual revenues are exceeding budgeted revenue by about \$700,000 and actual expenses are \$1.2 million less than budgeted, for a year-to-date surplus of \$1.9 million.

Conclusion

The following Park District programs and facilities are performing better than budget: interest income has a \$226,000 surplus, youth dance has a \$27,000 surplus, tennis has a \$40,000 surplus, sponsorship revenue has a \$30,000 surplus, Recreation Center memberships has a \$103,000 surplus, and golf has a \$152,000 surplus. Also, there is a \$359,000 savings from payroll expenses.

Commissioner Bernstein would like to review all the individual facility charts at the August Finance Committee Meeting.

UNFINISHED BUSINESS

A. Consideration to Approve the 2023 Hidden Creek AquaPark Pool Shell Replacement Bid

A motion was made by Vice President Freeman and seconded by Commissioner Kaplan to approve the Base Bid from Aqua Blue Pools, Inc. for the 2023 Hidden Creek Aqua Park Pool Shell Replacement and authorize the Executive Director to enter into an agreement in the amount of \$444,050.

Roll Call:

Aye: Commissioner Kaplan, Vice President Freeman, President Grossberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Ruttenberg,

Abstain: None

Motion Carried

NEW BUSINESS

A. Consideration to Approve Resolution 2023-06 Ratifying the Waiving of Competitive Bidding for Procurement of an Emergency Repair

A motion was made by Commissioner Kaplan and seconded by Vice President Freeman to approve Resolution 2023-06 Ratifying the Waiving of Competitive Bidding for Procurement of an Emergency Repair and award the contract for repair of the Arena to Air Comfort in the amount of \$39,862.

Roll Call:

Aye: Commissioner Kaplan, Vice President Freeman, President Grossberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Ruttenberg,

Abstain: None

Motion Carried

B. Consideration to Approve the First Student Transportation Services Contract Extension for Summer

A motion was made by Commissioner Kaplan and seconded by Vice President Freeman to approve the First Student Transportation Services Contract Extension for Summer Camp.

Roll Call:

Aye: Commissioner Kaplan, Vice President Freeman, President Grossberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Ruttenberg,

Abstain: None

Motion Carried

C. Parks Foundation Update

Vice President Freeman and Assistant Director Reyes reported that the Home Run Derby is this weekend. Donations support the Larry Fink Memorial Baseball Field Improvements project.

D. Board Committee Updates

Executive Director Romes reported that at the June 7 Lakefront, Parks, and Natural Areas Committee Meetings staff presented possible renovation concepts for Lincoln Park Playground and the Moraine Beach Stairway. Staff also presented possible concepts to increase the number of parking spots to support Deer Creek Racquet Club and the Larry Fink Memorial Baseball Field.

At the June 7 Facility and Recreation Committee Meeting staff reviewed the design concepts to build a new community center at West Ridge Park being submitted in the Illinois Department of Natural resource (IDNR) Park and Recreation Construction (PARC) grant application. Staff also reviewed the long-term design concepts to improve the locker rooms at Centennial Ice Arenas developed by Woodhouse Tinucci.

At the June 20 Finance Committee Meeting staff reviewed the concept master plan for the new community center at West Ridge Park. Staff provided a financial update for the Park Avenue Breakwater and Boat Ramp Project, noting that the project is estimated to come in under budget due community donations and the Boat Access grant funds from IDNR. Staff also reviewed the budgeted vs actual financial figures for storage, launch, and parking decal sales for the Park Avenue Beach and Boating Facility. Lastly, staff received consensus from the Finance Committee to place a sole source purchase of a new ballfield groomer on the consent agenda for the June 28, 2023 Regular Meeting.

E. Directors Report

Executive Director Romes reported that the Community Picnic is Tuesday, July 4, 2023 from 11:30 – 1:30 p.m. The picnic includes live entertainment by Rod Tuffcurls and the Bench Press, the Highland Park Pops, and the Ava Maria Dance Ministry, food and drink purchases from seven restaurants, and family-friendly games, activities, arts and crafts provided by nine community organizations.

F. Board Comments

None.

OTHER BUSINESS

None.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

None.

CLOSED SESSION

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

Roll Call:

Aye: Commissioner Kaplan, Vice President Freeman, President Grossberg

Nay: None

Absent: Commissioner Bernstein, Commissioner Ruttenberg

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 6:23 p.m.

The meeting reconvened into Open Session at 6:36 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)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.

No action was taken.

Regular Meeting Minutes
June 28, 2023

ADJOURNMENT

A motion was made by Commissioner Kaplan and seconded by Vice President Freeman and approved by a unanimous vote. The Board Meeting adjourned at 6:37p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary