

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
MARCH 20, 2024**

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

ROLL CALL

Present: Commissioner Bernstein, Commissioner Kaplan, Commissioner Ruttenberg, President Grossberg

Absent: Vice President Freeman

Staff Present: Executive Director Romes; Deputy Director Carr; Director Smith; Director Peters; Director Voss; Director Gogola; Director Hall; Assistant Director Reyes; Assistant Director Acevedo; Manager DiTomasso; Supervisor Kelly; Coordinator Hejnowski

Guest Speakers: None

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

CONSENT AGENDA

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Ruttenberg to approve the Minutes February 14, 2024 Facility and Recreation Committee Meeting, the Minutes February 14, 2024 Workshop Meeting, the Minutes February 15, 2024 Finance Committee Meeting, the Minutes February 28, 2024 Regular Meeting, the Updated Mission, Vision, and Value Statements in the Policy Manual, Ordinance #2024-03 An Ordinance Amending the Appropriation Ordinance for Fiscal Year 2023, Ordinance 2024-04 Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property, the Recreational Trail Program Grant Application, the Renewal of the 2023 Routine Grounds Maintenance – North Route Bid, the Renewal of the 2023 Routine Grounds Maintenance – South Route Bid, the Renewal of the 2023 Weeding & Landscape Services Bid, the First Student Transportation Services Agreement Extension for Summer Camp, and Bills and Payroll in the amount of \$1,443,275.64

Roll Call:

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

Nay: None

Absent: Vice President Freeman

Abstain: None

Motion Carried

FINANCIAL FORECASTS AND TREASURER’S REPORT

Operations (General and Recreation Funds) Budget vs. Actual

Director Peters shared the end-of-year projections and actual figures as of January 31, 2024. She is pleased to report that Actual Revenues exceeded budgeted revenues by almost \$615,000. Actual Expenses were less than budgeted by \$476,000, for a year-to-date surplus of almost \$1.1 million.

Conclusion

The following Park District programs and facilities are performing better than budget: dance exceeded the budget by \$40,000, tennis exceeded the budget by \$126,000, youth enrichment exceeded the budget by \$142,000, and interest income exceeded budget by \$148,000.

UNFINISHED BUSINESS

A. Consideration to Approve the Purchase of an Air Supported Dome at 2205 Skokie Valley Road

Director Baird reported that In 2018 the Park District and the City of Highland Park approved a Lease Agreement for Lot 3 of the Highland Park Country Club, the parcel property known as the Highland Park Golf Learning Center and referred to as the “Enterprise Property” (Lease Agreement). In accordance with that agreement, the Park District had a Concessionaire Agreement for operation of an air supported dome (Dome) offering indoor golf and various athletic activities. That Agreement terminates on April 30, 2024, and the Park District has provided notification that we will not be keeping the existing Dome. Recognizing the potential for year-round recreational opportunities, the Park District of Highland Park, with the support of a generous community donor, is planning to create a new recreation Paddle Dome to accommodate Pickleball, Pade, and other recreational activities. This project aligns with the district's mission and addresses the significant growth of these sports.

The Park District of Highland Park is seeking approval for the purchase of materials and installation for a new Dome. The proposed new Dome will be purchased through the Sourcewell joint purchasing cooperative for state, local and city governments. Illinois statues, 525/2 from Ch. 85, par. 1602. (Governmental Joint Purchasing Act), authorizes that any governmental unit may purchase personal property, supplies, and services jointly with one or more other governmental units, not requiring the agency to individually competitively bid on the item or service. The proposed dome manufacturer through Sourcewell is ASATI.

A motion was made by Commissioner Bernstein, seconded by Commissioner Ruttenberg to approve the purchase and installation for a new Dome through the Sourcewell joint purchasing agreement from ASATI for \$1,418,985, authorizing the Executive Director to enter into a contract.

Roll Call:

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

Nay: None

Absent: Vice President Freeman

Abstain: None

Motion Carried

NEW BUSINESS

A. Parks Foundation

Director Gogola reported that members of the Parks Foundation and Staff have been busy preparing and selling tickets for the 2024 Parks Foundation Champions Gala and Charity Auction.

B. Board Committee Updates

Executive Director Romes reported that at the March 12 Finance Committee Meeting staff reviewed proposals for both design and civil engineering services for the Lot 3 Paddle Facility. Both of those proposals were approved last week at the Board Workshop Meeting.

Bob Lewis, PMA Securities LLC, provided an overview of the Park District's Debt and Funding scenarios. Staff plan to provide a summary of that presentation to the Park Board at the April 10 Workshop Meeting

Staff presented the proposed budget transfer ordinance to amend the appropriation ordinance for the fiscal year beginning January 1, 2023 and ending on December 31, 2023, which was approved on consent agenda this evening.

Staff reviewed the Recreation Trail Grant application for the red and green trails and the Heller Nature Center which was also approved on this evening's consent agenda.

At the March 13 Facility and Recreation Committee Meeting staff discussed the proposed renaming of the Recreation Center of Highland Park. A refresh of that discussion will take place at the April Facility and Recreation Meeting on April 10.

Staff provided a five-year financial analysis of dance, theater, and youth enrichment programs.

Staff shared images and provided an update of the Sunset Valley Club House renovations. Reno

Staff provided a brief update on the proposed Paddle Dome.

C. Recreation Center of Highland Park Annual Report

Supervisor Kelly and Manager DiTomasso reported that in 2023 the Recreation Center of Highland Park started 2023 with 1,473 members and ended with 2106, which was 43% growth for the year and 2.73% over budget. Actual membership revenues exceeded budgeted by 56%. They compared the actual vs budgeted revenues and expenses reports for 2023 through today along with project vs actual utilization of the fitness floor, group ex, personal training, and indoor track.

D. Directors Report

Executive Director Romes provided a brief schedule update for the development of the new community center at West Ridge Park.

Upcoming Special Events include Egg Hunts Saturday, March 30, 2024 at the Preserve of Highland Park.

- *Doggieland Egg Hunt from 9 – 9:15am*
- *EGGcessible Egg Hunt from 9:30 – 10am*
Step into a world of inclusivity and wonder at our Sensory-Friendly Egg Hunt, a heartwarming event that embraces the joy of the season while accommodating the unique needs of individuals with sensory sensitivities. This hunt is specifically for children ages 3-14 with disabilities.
- *Wonderland Egg Hunt from 10:15 – 10:30 a.m.*
Featuring scenes and characters from Alice’s Adventures in Wonderland and thousands of plastic eggs filled with treats.

Lastly, he reported that the Park District was recently awarded an IDNR Boat Access Area Grant (BAAD). This grant will provide \$60,000 in funding to address the sand ramp at Park Avenue Boating Facility. The current sand ramp is prone to washouts which often hinders accessibility to the lake until it can be repaired. Additionally, the electric line powering the sand ramp is in need of replacement. This project will eliminate the washout challenges by installing a metal ramp. It will also address the sand ramp winch by replacing the electric line. Work is anticipated to occur this fall. I want to recognize that in attendance tonight are residents, North Shore Yacht Club Members, who have also provided support and advocacy for the Park District, notably at Park Avenue, are Jean and David Sogin. Jean and David are very passionate about improvements to Park Avenue and volunteered their time to assist our planning team in applying for this grant. So on behalf of the Park District, I want to acknowledge and thank both Jean and David for their time and efforts.

E. Board Comments

None.

OTHER BUSINESS

None.

Regular Meeting Minutes
March 20, 2024

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

David and Jean Sogin

1092 Wade Street, Highland Park

Regarding the IDNR Boat Access Area Grant (BAAD), rather than spend \$300,000 on a concrete ramp, the Park District could purchase a ramp from “Yard Ramp” for significant cost savings without compromising functionality.

ADJOURNMENT

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein and approved by a unanimous vote. The Board Meeting adjourned at 6:42 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary