

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
NOVEMBER 19, 2025**

The meeting was called to order at 6:00 p.m. President Grossberg.

ROLL CALL

Present: Commissioner Beck, Commissioner Labrador, Vice President Freeman, President Grossberg

Absent: None

Staff Present: Executive Director Romes; Deputy Director Carr; Director Smith; Director Peters; Director Voss; Director Gogola; Director Baird; Assistant Director Acevedo; Assistant Director Soto; Manager DiVincenzo; Manager Sassorossi; Supervisor Sylvester; Coordinator Hejnowski

Guest Speaker: None

Commissioner Greenberg joined the meeting at 6:05 p.m.

Vice President Freeman left the meeting at 7:14 p.m.

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

CONSENT AGENDA

A motion was made by Vice President Freeman, seconded by Commissioner Labrador to approve the Minutes October 08, 2025 Policy Committee Meeting, Minutes October 08, 2025 Workshop Meeting, Minutes October 16, 2025 Finance Committee Meeting, Minutes October 22, 2025 Regular Meeting, the 2026 Board Meeting Calendar, 2026 IAPD/IPRA Credentials Certificate, Revisions to Policies 3.00 - 3.28, 4.00 – 4.25, 5.00 – 5.15, and 6.00 – 6.04 of the PDHP Policy Manual, Ordinance 2025-10 Establishing a Travel Reimbursement Policy, Ordinance 2025-15 Authorizing and Providing for the Conveyance or Sale of Surplus Personal Property, the Restaurant/Bar License Agreement with Catering with Relish, Inc at Sunset Valley Golf Club, and Bills and Payroll in the amount of \$4,108,460.48

Roll Call:

Aye: Commissioner Beck, Commissioner Labrador, Vice President Freeman, President Grossberg

Nay: None

Absent: Commissioner Greenberg

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 October 31, 2025. She is pleased to report that Actual Revenues exceeded budgeted revenues by almost \$2.74 million and Actual Expenses came in less than budgeted by \$1.9 million giving the Park District a \$4.7 million surplus.

Conclusion

The following Park District programs and facilities are performing better than budget: property taxes has a \$59,000 surplus and interest income has a \$1.3 million surplus. Club Pickle and Padel has exceeded the budget by \$53,000; golf has exceeded the budget by \$550,000 and early childhood enrichment programs have exceeded the budget by \$174,000. Lastly, payroll is under budget by \$350,000.

UNFINISHED BUSINESS

A. Approval of the Truth in Taxation Resolution #2025-14

Director Peters reported that under Illinois law, if a District is considering extending an aggregate property tax levy of more than 5% greater than the preceding year's levy, it must publicly disclose its intention and hold a public hearing. Aggregate levy is defined as real estate taxes, exclusive of the election costs and debt service. Also, the District must determine the amount to be levied at least 20 days prior to adopting the levy ordinance.

Resolution #2025-14 was presented at the October 16 Finance Committee meeting of the Park District Board of Commissioners. The resolution estimates a 4.99% increase over the prior year's extension. This represents an increase of \$717,483. This is essentially a cost-of-living increase based upon the lessor of CPI or 5% while trying to capture new growth. Additionally, it includes a full levy in the Special Recreation Fund of .04% for programs, services, and projects that support people with disabilities. As such, a public hearing will not be required, but will still be offered, at the December 17 Regular Meeting.

Adoption of the levy ordinance is scheduled for the December 17 Regular Meeting. The Levy Request does not guarantee that these funds will be received. In the Spring, when property values and tax cap limits are finalized, the Park District tax extension number is calculated. This is the total property tax amount that is billed to residents.

The estimated tax increase is split into two components: the increase in the Consumer Price Index or 5%, whichever is lower and anticipated growth.

A motion was made by Vice President Freeman, seconded by Commissioner Greenberg to approve the Truth in Taxation Resolution #2025-14, where the estimated percentage increase in the proposed 2026 aggregate levy over the amount of real estate taxes extended upon the final 2025 aggregate levy based on CPI of 2.9% tax cap and anticipated growth is 4.99%.

Roll Call:

Aye: Commissioner Greenberg, Commissioner Beck, Commissioner Labrador, Vice President Freeman, President Grossberg

Nay: None

Absent: None

Abstain: None

Motion Carried

NEW BUSINESS

A. Parks Foundation

Commissioner Beck reported that the Parks Foundation received over \$12,000 for the Learn to Swim Foundation Youth Initiative scholarship program. The Parks Foundation also received an \$8,000 donation to the SMILE Grant-In-Aid Program and Learn to Swim FYI scholarship program from Goldman and Sacks.

B. Board Committee Updates

Executive Director Romes reported at the November 08 Master Planning Committee Meeting Staff, the Park Board of Commissioners, and Representatives from The Lakota Group met to identify key Master Planning priorities related to Capital Development Projects, Capital Improvement Projects, Planning Initiatives, and Operational Goals.

C. Centennial Ice Arena Annual Report

Supervisor Sylvester provided an overview of 2025 events hosted at Centennial Ice Arenan and reviewed budget-to-actual revenues for daily skate fees, skating programs, skating school, and rink rentals from August 2024 – July 2025. She noted that despite the rink being down for one-month, actual ice revenues were only \$2,000 below budget.

Manager Sassorossi reviewed budget-to-actual revenues for gymnastics and cheer programs. She highlighted several upcoming initiatives, including the continued success of the cheer program extending into the winter, the launch of a new Cheer Program, preparations for the opening of the new gymnastics' studio, and the upcoming North Shore Winter Classic Skating Competition in December.

D. Directors Report

Executive Director Romes confirmed Park Board availability for the December Public Meetings.

He also reviewed upcoming programs and events:

- **Letters to Santa (Now through December 12):** Children are invited to drop their holiday wish lists, drawings, and cheerful messages into the District’s festive North Pole mailbox to be sent to Santa.
- **Winter Wonderland (December 5, 5:30–8:00 p.m., West Ridge Center):** Guests can meet real reindeer and holiday characters including Buddy the Elf, the Grinch, Elsa, and Santa. Activities include cookie decorating with Mrs. Claus, making dog toys for Orphans of the Storm, exploring the *new* Hanukkah room, riding the mini Polar Express, enjoying the *new* indoor iceless rink, and sipping hot cocoa.
- **Ugly Sweater Round Robin Pickleball Tournament (December 5, 5:30–8:30 p.m., Club Pickle and Padel):** Players will rotate through social, competitive matches while showcasing their festive attire. Prizes will be awarded for play and for the “best” ugly sweater.
- **Breakfast with Santa (December 6, 8:00 a.m.–2:00 p.m., The Clubhouse at Sunset Valley Golf Club):** Tickets include a breakfast buffet, beverages, children’s activities, crafts, a visit from Santa, and a small gift.
- **The Great Ornament Hunt (December 6, 1:00–2:30 p.m., Heller Nature Center):** Participants will follow the trails in search of ornaments hidden in the trees, enjoy hot cocoa, and make their own baubles to take home.
- **North Shore Winter Classic Skating Competition (December 7, 8:00 a.m.–5:00 p.m., Centennial Ice Arena):** Spectators are invited to enjoy a full day of competitive figure skating. Admission is free.
- **Holiday Break Camps (December 22–26 and December 29–January 2):** Offerings include Kids Winter Break Pickleball Camp (ages 7–14) at Club Pickle and Padel, Tennis Winter Break Camp (ages 7–14) at Deer Creek Racquet Club, and STREAM Explorers (ages 5–10) and STREAM 4 Tweens (ages 9–13).

E. Board Comments

None.

OTHER BUSINESS

None.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

None.

CLOSED SESSION

A motion was made by Commissioner Labrador, seconded by Commissioner Beck 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;

Roll Call:

Aye: Commissioner Greenberg, Commissioner Beck, Commissioner Labrador, President Grossberg

Nay: None

Absent: Vice President Freeman

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 7:32 p.m.

The meeting reconvened into Open Session at 7:50 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.

No action was taken.

ADJOURNMENT

A motion was made by Commissioner Beck and seconded by Commissioner Labrador and approved by a unanimous vote. The Board Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary