

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
AUGUST 21, 2024**

The meeting was called to order at 6:02 p.m. President Bernstein.

APPOINT NEW COMMISSIONER TO FILL

President Bernstein reported that he would like to express his gratitude to the Board for their diligent and comprehensive search to fill the vacancy left by former Commissioner Brian Kaplan's resignation earlier this year.

Tonight, the Board has the pleasure of welcoming Rafael Labrador, the appointee for the position. Rafael has been a dedicated and active member of the community and the Park District for many years.

He has been serving as the president of the Parks Foundation since 2021. Under his leadership, the Foundation successfully raised over \$1 million to support scholarships and fill funding gaps in various important Park District projects.

Alongside strengthening the relationship between the Parks Foundation and the District, Rafael also contributed as a resident member of the Park District's Efficiency Committee in 2023. The committee's focus was to analyze the district's governing statutes, ordinances, rules, procedures, powers, shared services, and intergovernmental agreements with other governmental units.

A motion was made by Vice President Freeman and seconded by Commissioner Grossberg to appoint Rafael Labrador through May 2025 to fill the Commissioner vacancy.

Roll Call:

Aye: Commissioner Grossberg, Vice President Freeman, President Bernstein

Nay: None

Absent: None

Abstain: Commissioner Ruttenberg

Motion Carried

OATH OF OFFICE

Executive Director Romes asked Commissioner Labrador to stand and raise his right hand to take the oath of office.

Executive Director Romes and the Park Board congratulated Rafael and welcomed him to the Park Board.

ROLL CALL

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

Absent: None

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 Kutscheid; Manager Nichols; Coordinator Hejnowski

Guest Speakers: None.

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

APPROVAL OF THE ZONING AMENDMENT EXHIBIT E UNCONDITIONAL AGREEMENT AND CONSENT

Executive Director Romes reported that on July 29, 2024 the City Council approved a zoning map amendment and a special use permit for the New Recreation Facility and Site Improvements at West Ridge Park project. The zoning map amendment rezones the West Ridge Park property from R-4 (Low to Moderate Density) to Public Activity. The Public Activity zone is intended for public uses having purposes and impacts similar to governmental and special district facilities that serve governmental, education, religious, or recreational needs. A community and recreational center is not a permitted use in residential zoning district. The public activity zone allows for Community Recreation Centers as conditional use and therefore requires a special use permit.

To complete the zoning map amendment and special use permit the Park District is required to complete an agreement which includes two promises that require Board approval:

1. Waiving all claims against the City; and
2. Indemnify and hold harmless the City

The Park District has reviewed the agreement with the Park District’s corporation council and will present to the Park Board of Commissioners for consideration to approve.

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Grossberg to approve the Zoning Amendment Exhibit E Unconditional Agreement and Consent and authorize the Executive Director to execute the Agreement.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

APPROVAL OF "SPECIAL EXCEPTION" FOR POLICY 4.02 NAMING OF A PARK OR FACILITY 60-DAY WAITING PERIOD

Director Gogola reported that Park Board Policy 4.02 states that a “Park Property should be named only after discussion and then a wait of at least sixty days before voting.” After several presentations and discussions amongst staff, donors, Park Board Commissioners and other stakeholders, at the June 26, 2024 Regular Meeting, the Park Board consented to consider the recommended name for the new indoor pickleball facility. The recommended name is “Club Pickle & Padel.” The 60-day waiting period would end on August 25, 2024.

The APP Chicago Open Pickleball Tournament will be held at Cunniff Park August 27-Sept 1. Over 1,000 pickleball players and enthusiasts will be in attendance. The Park District has a unique opportunity to market the new indoor pickleball and padel facility during this event. However, all marketing and signage for the event must be in place before the tournament starts on August 27.

Since the first scheduled Regular Park Board Meeting after the 60-day waiting period is August 28, one day after the Chicago Open Pickleball Tournament, staff is recommending the Park Board consider approving a “special exception” to vote on the Naming Ordinance at the August 21 Workshop Meeting. Approval of the “special exception” and the new name for the facility five days prior to the end of the 60-day period will allow the Park District to take advantage of this marketing opportunity.

A motion was made by Commissioner Ruttenberg and seconded by Vice President Freeman to approve a special exception allowing a vote for approval of a naming ordinance for the new Pickleball and Padel Facility to “Club Pickle & Padel” five days prior to the end of the 60-day waiting period.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

APPROVAL OF ORDINANCE 2024-08 NAMING THE NEW INDOOR PICKLEBALL FACILITY

Director Gogola reported that as part of the Park District’s on-going branding initiatives to align with the evolving needs of our community, staff was tasked with developing a brand identity and proposing a facility name for the new indoor pickleball and padel facility which is anticipated to open this year.

A goal of the brand and new facility name is to provide a unique interpretation for the new facility that evokes a fun and casual feeling and aligns with the Park District values of being welcoming, caring, and extraordinary. The name is intended to provide the Park District with the opportunity to build stronger connections to our residents, customers, and potential facility users. Staff recommended to the Park Board naming the new indoor pickleball and padel facility “Club Pickle & Padel.” A verbal presentation of the recommended naming was made by Director Gogola at the June 26, 2024, Board of Park Commissioners Regular Meeting.

A motion was made by Commissioner Ruttenberg and seconded by Vice President Freeman to approve Ordinance 2024-08 to name the new indoor pickleball and padel facility “Club Pickle & Padel”.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

INTERGOVERNMENTAL AGREEMENT FOR THE PURCHASE AND THE SALE OF PROPERTY BY AND BETWEEN THE PARK DISTRICT OF HIGHLAND PARK, AND THE CITY HIGHLAND PARK, AND THE HIGHLAND PARK PUBLIC LIBRARY

Executive Director Romes reported that staff does not have an update at this time and would like to revisit this at a future meeting.

CONSTRUCTION PROJECT UPDATES

A. New Facility and Site Improvements at West Ridge Park

Executive Director Romes reviewed the path to budget based on the most recent cost estimate based on the design development plan set. She is pleased to report that based on the in-progress design development drawings issued from architects Holabird and Root, W.B. Olson’s cost estimates are under budget.

Permitting will begin in September, bid issuance in late October, Bids due in mid-November, present to the Finance Committee and Park Board of Commissioners in December.

B. Lot 3 Pickleball and Padel Facility project

Executive Director Romes provided a facility overview, reminding the Park Board that the facility will have 10 pickleball courts and 4 padel courts, lounge and concession area, pro-shop, reception and offices. Programs and services include adult leagues, drill classes, youth pickleball leagues, classes, and camps, tournaments, rentals, private lessons, open play, and reserved court times for all ages. Membership options include Standard or Premier, which is similar to the membership structure at Deer Creek Racquet Club.

He compared the membership benefits. He reviewed the hourly court reservation fees, including a proposed fee for 6 outdoor pickleball courts at Danny Cunniff Park.

He reviewed the project timeline, noting that staff are trying to expedite the bid process, however, staff are anticipating long lead times for permits.

A Special Meeting will be held in September to review the 2024 Pickle and Padel Club Bids.

C. *Recreation Center of Highland Park Construction updates*

Deputy Director Carr provided a brief update regarding the Parking Lot Renovations lead by City of Highland Park Staff. Updates include construction has begun with tree and curb removal. The renovations will be completed in phases. During the first phase of construction, August 26 – September 27, there will only be one entrance/exit which will be the West Entrance and will be 122 parking spaces available including ADA. Park District staff and contractors will need to park at Wolters Field across the street. The second phase of construction, September 30 – November 01, there should be two entrances and there will be closer to 200 parking space available. The Senior Center is not expected to open until mid-November.

D. *Jeff Fox Baseball Field Improvements project*

Manager Kutscheid shared photos showing how the project is progressing. He is pleased to report the turf was laid today. Grand opening is still on schedule, for September 9, 2024.

E. *Deer Creek Racquet Club Locker Room Improvements project*

Manager Kutscheid shared photos showing how the project is progressing. Project should be completed by early next week.

F. *Deer Creek Racquet Club Parking Lot Improvements project*

Manager Kutscheid reported that the project is complete. He shared before and after images.

G. *Danny Cunniff Playground Resurfacing and Fencing project*

Manager Kutscheid reported that the scope of the work was to remove and replace the existing rubber surfacing and fencing and connect the two playgrounds. Demolition is complete, concrete is poured. Project is anticipated to be completed by mid-October.

REVIEW OF VOUCHERS

Director Peters reported that there were two remarkable vouchers; this includes an insurance payment and payment for the Jeff Fox Field Baseball improvements.

OTHER BUSINESS

Commissioner Grossberg shared an extraordinary experience a community member had with Manager Saunders.

Commissioner Labrador is very excited about this new role, and he wanted to recognize the members of the Parks Foundation for their hard work and dedication to the Park District. He thanked everyone for this new opportunity.

CLOSED SESSION

A motion was made by Commissioner Ruttenberg and seconded by Vice President Freeman 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; 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.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 7:15 p.m.

The meeting reconvened into Open Session at 8:08 p.m.

ACTION FROM CLOSED SESSION IF ANY

President Bernstein 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; 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.

No action was taken pertaining to Section 2(c)5 and Section 2(c)6.

Pertaining to Section 2(c) 21, the Park Board of Commissioners has reviewed the Closed Session Minutes and determined that the Closed Session minutes January 10, 2024 Facility and Recreation Committee Meeting, January 17, 2024 Workshop Meeting, February 14, 2024 Workshop Meeting, February 28, 2024 Regular Meeting, April 10, 2024 Workshop meeting, May 08, 2024 Workshop meeting, May 14, 2024 Finance Committee Meeting, May 22, 2024 Regular meeting, June 12, 2024 Workshop Meeting, and June 26, 2024 Regular Meeting; that the need for confidentiality still exists as to all or part of those minutes and shall not be released for public inspection.

The Park Board of Commissioners has reviewed the Closed Session Minutes and determined that the Closed Session minutes from January 31, 2024, Regular Meeting no longer require confidential treatment and be released for public inspection.

A motion was made by Commissioner Ruttenberg and seconded by Vice President Freeman to release the Closed Session minutes from January 31, 2024, Regular Meeting.

Roll Call:

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

Nay: None

Absent: None

Abstain: None

Motion Carried

ADJOURNMENT

A motion was made by Commissioner Ruttenberg and seconded by Vice President Freeman and approved by a unanimous vote. The Board Meeting adjourned at 8:11 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary

Workshop Meeting Minutes
August 21, 2024