

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
AUGUST 28, 2024**

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

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 Gogola; Director Baird; Manager; Schwartz Manager Sassorossi; Supervisor Sylvester; Supervisor Kuffell; Coordinator Hejnowski

Guest Speakers: None.

ADDITIONS TO THE AGENDA

Executive Director Romes reported that staff would like to provide a brief update on our OSLAD Grant Application under New Business. The Park Board supported the addition.

PUBLIC COMMENT FOR ITEMS ON AGENDA

*Anne Flannigan Bassi
Moraine Township Supervisor
800 Central Ave, Highland Park*

Provided a short update about the Community Mental Health Board Moraine Township is establishing to assist township residents who do not have the financial ability to afford mental health resources and services. She shared materials about the Mental Health Board and the current needs in Moraine Township for mental health, substance use disorder, and I/DD Services.

Commissioner Grossberg reported that it seems like a worthwhile effort that he would like to support.

President Bernstein was wondering if West Deerfield has something similar to this, since not this is limited to Moraine Township residents which does not include all Highland Park residents.

CONSENT AGENDA

A motion was made by Commissioner Ruttenberg, seconded by Vice President Freeman to approve the Minutes July 17, 2024 Workshop Meeting, the Minutes July 23 2024 Finance Committee Meeting, the Minutes July 31, 2024 Regular Meeting, the 2024 Asphalt Improvements Project Bid, and Bills and Payroll in the amount of \$2,673,107.15

Roll Call:

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

Nay: None

Absent: None

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 July 31, 2024. She is pleased to report that actual revenues exceeded budgeted revenues by \$1.74 million.

Conclusion

The following Park District programs and facilities are performing better than budget: recreation center exceeded the budget by \$153,000, golf exceeded budget by \$348,000, tennis exceeded the budget by \$214,000, early childhood enrichment exceeded the budget by \$188,000, and interest income exceeded budget by \$396,000.

UNFINISHED BUSINESS

A. Approval of the 2024 Sunset Woods Improvements Bid

Director Smith reported that the Park District of Highland Park received two sealed bids on Thursday, August 15, 2024, for materials and labor to complete the 2024 Sunset Woods Park Improvements. Work is scheduled to occur from September 2025 through April 2025. The low bidder was Schafges Brothers Incorporated. The contractor has favorable references and experience working with the Park District.

Staff are able to keep the Base Bid under budget by \$13,000 by removing some of the value engineering items: replace seatwalls in game area with standard park benches and contract painted games striping separately. As for the Bid Alternates: Alt. 1 Add Drinking Fountain, Alt. 2 Add Fencing at Multiuse Court, Alt. 3 Add Swing to Game Area, Alt. 4 Swale Planting at Game Area, Alt. 5 Add Bowl at Skate Park, staff are only recommending Alt. 2 and Alt. 5.

Unfortunately, the project is still over budget by \$154,422, even with the removal of value engineering items and reducing the bid alternates. Some capital projects will have to be deferred to cover the costs. Staff are not recommending approval this evening. Instead, staff would like to review and better understand the impacts to the five-year capital plan before providing a bid recommendation and requesting approval at the September 04, 2024 Special Meeting.

NEW BUSINESS

A. OSLAD Grant Application Update

Manager Schwartz reported that OSLAD is one of the primary programs supporting parks and open spaces. Since 2020, the Park District has been fortunate to receive grant funds for four projects. The Park District is submitting an OSLAD Grant Application to support the reimagining of West Ridge

Park, specifically, the development of a 90ft baseball field serving 13U, 14U+, and adults, player seating, and field drainage. Without grant funds, the project would be over budget by \$275,000.

President Bernstein reported that it has been a goal since he first began on the board to develop a 90ft baseball field to serve the ever-growing Highland Park community. He thinks this is a worthwhile goal, which he strongly supports.

B. Approval of the Centennial Ice Arena Dehumidifier Unit Purchase

Director Smith reported that The dehumidifier unit the Centennial Ice Arena, which regulates the humidity in rink area, is critical to operate the rink and impacts the quality of the ice. The current unit is approaching its useful life and budgeted to be replaced in 2025. The engineering and planning to replace the unit have been completed. An order for the unit should be placed at this time due to an extremely long lead time.

Staff have secured pricing for the specified Arid Ice Dehumidifier Unit through a Sourcewell contract. Sourcewell is a joint purchasing cooperative for state, local and city governments. Illinois Statute 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.

There is \$245,000 available in the capital budget to purchase the unit. The unit and installation costs through Sourcewell are \$4,499 under budget.

A motion was made by Commissioner Grossberg and seconded by Commissioner Ruttenberg to approve the purchase of an Arid Ice Dehumidification Unit through Sourcewell contract #070121-JHN in the amount of \$105,501.

C. Parks Foundation

Director Gogola reported that the Parks Foundation President, Rafael Labrador, resigned to take the opportunity to serve on the Park Board of Commissioners.

The Parks Foundation and Staff are preparing for the Smash for Charity Pickleball Tournament on September 21, 2024, from 8:00 – 2:00 p.m. The fundraising event will host up to 92 teams. Proceeds will support scholarship programs.

Lastly, the Parks Foundation is looking to work with the schools' social workers to liaise and share scholarship resources with families in need.

D. Board Committee Updates

At the August 14 Facility and Recreation Committee Meeting, staff provided a five-year comparison of ceramics enrollment figures. Staff will conduct a needs assessment to help guide future planning efforts.

Staff presented the first draft of the business plan summary for the new indoor pickleball and padel facility. The presentation included a facility overview, proposed programs and services, membership options, proposed fee and operational structure, and the 2025 budget summary.

Staff presented the annual report for Deer Creek Racquet Club highlighting record-breaking moments and facility improvements. The report also provided a comparison of budgeted vs. actual revenues, enrollments, court utilization figures.

Staff reviewed the Highland Park Senior Center and parking lot improvements schedule and operational impacts to the Recreation Center of Highland Park.

At the August 20 Finance Committee Meeting, staff reviewed and provided bid recommendations for the Sunset Woods Improvements project and the Asphalt Improvements project.

The cost estimates from W.B. Olson, construction management/general contracting company, for the new facility and site improvements at West Ridge Park came in under budget.

Currently, there is an intergovernmental agreement between Lake County Forest Preserve District, High School Township District 113, and the Park District of Highland Park outlining the Park District's annual maintenance responsibilities for prairie wolf slough. The current term is set to expire. It was the consensus of the Finance Committee to terminate the park district's maintenance obligations.

Staff provided a quarterly report of budgeted vs. actual revenues and enrollment figures for Centennial Ice Arena programs, camps, daily fees, and rentals.

E. Centennial Ice Arena Annual Report

Manager Sassorossi shared a timeline of events beginning in April 2023 through today, showcasing facility and ice usage since the renovations. Supervisor Kuffel compared budget vs actual revenues for daily fees. Supervisor Sylvester compared budgeted vs. actual revenues for skating programs and camps. Manager Sassorossi compared budgeted vs actual revenues for gymnastics programs and camps and rink rentals. Supervisor Sylvester shared upcoming highlights including the launch of a Cheer Program, Scary Skate and the Fall Skating Exhibition in October and the North Shore Winter Classic Skating Competition in December.

F. Directors Report

Executive Director Romes highlighted upcoming events.

The APP Chicago Open, is the Nation's Top pickleball players return to Danny Cunniff Park Today – Sun, September 1 at for the fourth year at Cunniff Park for the APP Chicago Open Pickleball Tournament. There are roughly 800 players in the tournament. Players compete for the \$100,000 prize. It will be broadcast on the APP YouTube Channel as well as CBS Sports Network on Sunday afternoon.

The Jeff Fox Field Grand Opening event is on Monday, September 9, from 6:30-7:30pm. Our Park Board President will make a short speech thanking everyone who made the new field possible. There will be a simultaneous first pitch by our Park Board and members of the Fox family. Baseball players will run the bases. Everyone is invited to stay for hotdogs and ice cream.

Heller Honey Harvest took place at Heller Nature Center last week. Our very own Heller bees have been working hard and produced over 400lbs of honey. It has been bottled and will be on sale to the public next week, September 3.

Regular Meeting Minutes

August 28, 2024

Celebracion in the Park is Saturday, August 31 from 6:30 – 9:30 p.m. at Sunset Woods Park. This free event celebrates the Hispanic and Latino cultures with an exciting performance by Trabuco Latin Salsa Band followed by an outdoor showing of Encanto. Delicious food will be available for purchase.

Grandparents Day is Sunday, September 8 from 10:00 – 1:00 p.m. at Rosewood Beach. A catered brunch and dance to music from every era. Children will also create nature-inspired gifts and read nature-themed stories aloud to their grandparents. Cost is \$13Child/\$25Adult.

Swifties Under the Stars, is Friday, September 13 from 6:30 – 10:00 p.m. at West Ridge Center. Make friendship bracelets and enjoy a Screening of Taylor Swift's Concert Experience, Eras Tour. The event also includes Food Vendors and a Selfie Photo Station. Cost is \$20/Person.

Harvest Moon Yoga is on Tuesday, September 17 from 6:00 – 7:15 p.m. at Rosewood Beach. Enjoy candlelight yoga on the beach, under the full moon. Cost is \$15/Person.

Apples and Honey Campfire on Friday, September 20 from 5:00 – 6:00 p.m. at the Preserve. Learn about Jewish New Year traditions while roasting apples over a campfire. Cost is \$15/Person.

Native Land is Saturday, September 21 from 2:00 – 4:00 p.m. at Heller Nature Center. Enjoy a craft, take a plant walk, and learn about the history and traditions of Native peoples of this region. Cost is \$20Child/\$28Adult.

Campfire Folklore and Churros Friday, September 27 from 6:30 – 8:00 p.m. at Heller Nature Center. Listen to tales of Hispanic Folklore, learn some Spanish, and create a folktale of your own, while eating churros around a campfire. Cost is \$13/Person.

G. Board Comments

President Bernstein commended Sunset Valley Golf Club staff. They we one of the few courses in the area open today, considering the storms last night. He has also received compliments on the parking lot renovations at Deer Creek Racquet Club. Lastly, he has heard concerns from users regarding the Highland Park Senior Center and Recreation Center of Highland Park parking lot improvements.

OTHER BUSINESS

None.

CLOSED SESSION

A motion was made by Commissioner Ruttenberg, seconded by Commissioner Grossberg 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 Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman, President Bernstein

Nay: None

Absent: None

Abstain:

Motion Carried

The meeting adjourned into Closed Session at 7:26 p.m.

The meeting reconvened into Open Session at 7:38 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.

No action was taken.

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 7:38 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary