

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
SEPTEMBER 25, 2024**

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

ROLL CALL

Present: Commissioner Labrador, Commissioner Grossberg, President Bernstein

Absent: Commissioner Ruttenberg, Vice President Freeman

Staff Present: Executive Director Romes; Deputy Director Carr; Director Peters; Director Voss; Director Baird; Assistant Director Soto; Manager Schwartz; Manager Sassorossi; Manager Nichols; Supervisor Geoffrion; Coordinator Hejnowski

Guest Speakers: Rusty Walker, Architect Holabird and Root

ADDITIONS TO THE AGENDA

Executive Director Romes reported that staff would like to provide a brief update on our Club Pickle and Padel Facility project under Other Business and remove Item H. Approval of the Illinois Community Solar Subscription Agreement by Pivot/SunCentral LLC to Unfinished Business.

The Park Board supported the addition.

PUBLIC COMMENT FOR ITEMS ON AGENDA

None.

CONSENT AGENDA

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg to approve Items A – F, and Item H: Minutes August 14, 2024 Facility and Recreation Committee Meeting, Minutes August 20, 2024 Finance Committee Meeting, Minutes August 21, 2024 Workshop Meeting, Minutes August 28, 2024 Policy Committee Meeting, Minutes August 28, 2024 Regular Meeting, the 2024 Sunset Woods Improvements Project Change Order #1, and Bills and Payroll in the amount of \$2,746,897.12

Roll Call:

Aye: Commissioner Labrador, Commissioner Grossberg, President Bernstein

Nay: None

Absent: Commissioner Ruttenberg, 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 August 31, 2024. She is pleased to report that actual revenues exceeded budgeted revenues by \$2.3 million. Actual expenses are \$1million less than budgeted.

Conclusion

The following Park District programs and facilities are performing better than budget: recreation center exceeded the budget by \$144,000, golf exceeded budget by \$412,000, tennis exceeded the budget by \$222,000, early childhood enrichment exceeded the budget by \$175,000, and interest income exceeded budget by \$478,000.

UNFINISHED BUSINESS

A. Approval of the Illinois Community Solar Subscription Agreement by Pivot/SunCentral LLC

Executive Director Romes reported that a slight change was made to the renewal terms of the agreement after the packet was published.

The Park District of Highland Park received two unsolicited proposals for Community Solar. Community Solar is a recently created program that allows Illinois small businesses and organizations to participate in savings with Community Solar. Subscribers share in the revenue generated by the solar farm delivered in the form of credits by ComEd on the electric bill. We have been offered a 20% revenue share of a Pivot/SunCentral array. Community Solar does not require any installation of any materials on subscribers’ property. While this program seems to provide clear benefits for governmental organizations, it does have limited availability, and many programs have waitlists.

After reviewing ComEd bills from 2023, the District anticipates approximately \$40,000 in credits per year. E4 LLC is paid an origination fee directly by the Developer. E4 LLC does not share in our savings. Please note that Deer Creek may be excluded from the program, as it has solar panels.

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg to approve the Illinois Community Solar Subscription Agreement by Pivot/SunCentral LLC via E4 LLC.

Roll Call:

Aye: Commissioner Labrador, Commissioner Grossberg, President Bernstein

Nay: None

Absent: Commissioner Ruttenberg, Vice President Freeman,

Abstain: None

Motion Carried

B. Consideration to Approve the 2024 Padel Court Purchase and Installation Re-Bid

Executive Director Romes reported that The Park District of Highland Park released an Invitation for Bids on September 13, 2024, for materials and labor to complete the 2024 Padel Court Purchase and Installation. The scope of work includes supplying and installing four padel courts in the new facility Club Pickle & Padel.

The Park District received one sealed bid on September 24, 2024, from Padel Lux LLC. Staff feel this is the lowest price the District will receive for materials and labor to complete this project. There is \$165,000 budgeted for the Padel Court Purchase and Installation. The bid from Padel Lux LLC is \$188,490.

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg to approve the 2024 Padel Court Purchase and Installation Re-Bid and authorize the Executive Director to enter into a contract.

Roll Call:

Aye: Commissioner Labrador, Commissioner Grossberg, President Bernstein

Nay: None

Absent: Commissioner Ruttenberg, Vice President Freeman,

Abstain: None

Motion Carried

C. New Recreation Facility and Site Improvements at West Ridge Park

Mr. Walker, Holabird and Root, presented a draft of the Interior Renderings and Finishes for the New Recreation Facility at West Ridge Park. Exterior Renderings showcased the main entry from the pick-up/drop-off location and the exterior of the west entry from the park. Interior Renderings showcased the lobby, reception area, lounge, community/meeting room, multi-use dance studio and gym cubbies, gymnastics gym, and the enrichment room and corridor. He also provided copies of the draft floor plan for the New Recreation Facility at West Ridge Park.

NEW BUSINESS

A. Parks Foundation

Executive Director Romes reported that the Smash for Charity Pickleball Tournament on September 21, 2024, went very well. Staff will provide a more detailed update, and the total funds raised at a future Park Board Meeting.

B. Board Committee Updates

At the September 11 Facility and Recreation Committee Meeting, staff provided a sponsorship update for Club Pickle and Padel, reviewed the marketing campaign to promote the new facility and memberships, and provided an overview of the Registration Platform, new Website, and APP.

At the September 18 Finance Committee Meeting, staff reviewed the Five-Year Capital Plan going through each line item by Parks and Facilities and reviewed the Ten-Year Funding Model.

At the September 18 Policy Committee Meeting, the Human Resources Department is revising the current Employee Handbook. Staff reviewed proposed revisions to policies impacting the employee benefits programs, general employment, and introduction.

C. End of Season Summer Camp Report

Manager Nichols presented the 2024 and 2025 summer camp goals and compared the 2023 to 2024 season structure, enrollment figures, and revenues. She is pleased to report that unique participants and total enrollments increased from 2023. Conversely, net revenues from all seasonal camps increased from 2023. She provided breakdown of net revenues and shared notable highlights of each seasonal camp. She concluded her report with a photo slideshow of memorable activities kids experienced at summer camps.

D. Directors Report

Executive Director Romes reported that Our Natural Areas Team, led by Manager Liz Ricketts, are proud to announce that the Park District of Highland Park is one of six organizations awarded a grant through the Lake County Tree Planting Program! The grant award includes planting 150 new trees at Larry Fink Memorial Park to work to expand and diversify our county's tree canopy. This innovative program commits to environmental stewardship. Every new tree planted adds shade, helps reduce heat, addresses stormwater runoff and much more in our community. We're excited for these new trees to take root and help create a more sustainable Lake County! The project begins in the coming weeks.

He also highlighted upcoming events.

Truck of Treat is Saturday, September 28 from 9:30 – 12:00 p.m. at Hidden Creek AquaPark. The biggest, coolest, shiniest trucks around will be on display for exploring and trick or treating! New this year, the first half hour of the event is sensory-friendly, meaning no horns can be honked and there will be no sirens or flashing lights so children with sensory issues can enjoy the event (FREE).

Beach Camp Out is Saturday, September 28 – Sunday, September 29 from 6:00 p.m. – 9:00 a.m. at Rosewood Beach. Explore the lake, sit around a campfire with Disney songs and fall asleep in a tent on the beach (Sold Out).

Scary Halloween Mini Golf is Saturday, October 19 from 9:00 a.m. – 7:00 p.m. at River's Edge Mini Golf. Dress in costume and receive a free round of mini golf (FREE).

Jack-O-Latern Geocach is Friday, October 25 from 5:30 p.m. – 7:00 p.m. at the Heller Nature Center. Use your GPS to follow the clues to complete the geocache course and find jack-o-laterns (\$13/person).

Scary Skate is Friday, October 25 from 7:00 p.m. – 8:30 p.m. at Centennial Ice Arena. Spooktacular evening of skating. Event is free, food available for purchase from Michael's Food Truck (FREE).

Catch a Character is Sunday, October 27 from 9:00 a.m. – 10:00 a.m. at Larry Fink Memorial Park. PDHP's first catch a character race. Halloween-inspired, family friendly event is a mix of race and scavenger hunt. Your family is your team, and together you will engage in activities to capture a character and race to the finish line. Up to 6people per family (\$25R Family/\$30NR Family).

E. Board Comments

None.

OTHER BUSINESS

A. Club Pickle and Padel Facility project

Executive Director Romes reported that the Park District received permission to begin construction next week. Staff are working with ComEd on delivery and installation for the new transformer needed to service the new facility.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

Steve Greenberg

3491 Dato Ave, Highland Park

Wanted to know if the current West Ridge Center will remain open while the new recreation center is constructed.

ADJOURNMENT

A motion was made by Commissioner Labrador and seconded by Commissioner Grossberg and approved by a unanimous vote. The Board Meeting adjourned at 7:02 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary