

**MINUTES OF A THE FINANCE COMMITTEE MEETING
OF THE PARK DISTRICT OF HIGHLAND PARK
HELD ON JULY 23, 2024, 8:03 AM.**

Present: Commissioner Ruttenberg, President Bernstein

Absent: None

Also, Present: Executive Director Romes; Deputy Director Carr, Director Peters, Director Smith, Director Voss, Director Gogola, Assistant Director Reyes, Manager Ochs, Manager Deptula, Manager Baczek, Coordinator Hejnowski

Guest Speaker: None

Vice President Freeman joined the meeting at 8:04 a.m.

Additions to the Agenda

None.

Semiannual Cost Center Presentation

These charts are through June 30, 2024.

A. *West Ridge Center*

Actual revenues are \$240,000 greater than budgeted. The surplus is attributed to visual arts, childhood enrichment (ParkSchool was sold out), and the dance program.

B. *Athletics*

Actual revenues are exceeding budgeted by \$86,000.

C. *Camp (Recreation Camps)*

Actual revenues are \$64,000 less than budgeted.

D. *Special Events*

Actual revenues are \$11,000 less than budgeted.

E. *Hidden Creek AquaPark*

The cost center has a \$63,000 surplus. This is attributed to daily fees and membership sales.

F. *Rosewood Interpretive Center*

Has a \$16,000 surplus. This is attributed to rentals and beach camps.

G. *Rosewood Beach*

Has a \$25,000 surplus. This is attributed to beach pass and parking decal sales.

H. *Park Avenue Beach and Boating Facility*

Has a \$14,000 surplus. This is attributed to rentals.

I. Centennial Ice Arena

Has a \$68,000 surplus. This is attributed to skating school and gymnastics enrollment.

J. Tennis

Has a \$200,000 surplus. This cost center includes tennis and pickleball.

K. Heller Nature Center

Actual revenues are \$41,000 less than budgeted.

L. Sunset Valley Golf Club

Over a \$300,000 surplus. She is pleased to report actual expenses are trending as budgeted even with the significant surplus. Even with the closures in July due to heavy rains, there are more rounds to date compared to this time last year.

M. Recreation Center of Highland Park

Has a \$137,000 surplus. This is attributed to membership sales, personal training, and group exercise classes.

N. Golf Learning Center

Actual revenues are \$14,000 less than budgeted.

O. General Fund

Has a surplus of \$254,000.

P. Recreation Fund

Has a surplus of \$1.5 million.

Q. Special Fund

Actual revenues and expenses are trending with budgeted figures.

R. Debt Service Fund

Actual revenues and expenses are trending with budgeted figures.

S. Capital Fund

Actual expenses are under budget, however that is attributed to timing differences.

T. Payroll Fund

Actual expenses are under budget.

Funding Model Update and Budget Timeline

Director Peters reviewed the budget schedule through January 2025. As a reminder, a public hearing will be held in January to approve the budget.

Director Peters reviewed a draft of the 10-Year Funding Model. She is pleased to report that over the next 10 years, each year-end balance has a surplus.

User Market Presentation

Manager Deptula shared graphs comparing the user market participation over the last five years for programs (this excludes memberships and daily use). Overall, programming participation has increased 40% while the Highland Park population increased 2.5%. Additionally, due to the increased variety of offerings, every area has seen an increase from 2019 to 2024.

Commissioner Ruttenberg commended staff, noting these figures have more value than highlighting surpluses in revenue.

President Bernstein would like this information shared with the Community.

Lot 3 Pickleball and Padel Facility Project

Executive Director Romes reported that the goal is to submit permits to the City of Highland Park this week. The bid should be released in August. Staff will provide a bid recommendation to the Park Board of Commissioners in September.

Recreation Center and the Preserve of Highland Park Parking Lot Renovations

Executive Director Romes reported that the Park District of Highland Park has over \$500,000 budgeted for parking lot renovations. Staff anticipates paying out the budgeted amount for the parking lot renovations, however, the total costs for the renovations are over \$2 million.

Staff is working with City of Highland Park Officials on an updated addendum for the intergovernmental agreement which outlines cost share and maintenance between the City of Highland Park and the Park District of Highland Park for the parking lot at the Recreation Center of Highland Park, the Preserve of Highland Park, the Highland Park County Club, and the Highland Park Senior Center.

July Bid Results

A. 2024 Golf Equipment Purchase

Manager Ochs reported that bids were issued to replace two pieces of golf course maintenance equipment. Staff received two bids. The bid from Revels Turf and Tractor came in under budget.

It was the consensus of the Finance Committee to place the bid from Revels Turf and Tractor on the consent agenda at the July 31, 2024 Regular Meeting of the Park Board of Commissioners.

Other Business

None.

Open to the Public to Address the Board

None.

Adjournment

The meeting adjourned at 9:17 a.m.

Respectfully submitted,



Roxanne Hejnowski, Assistant Secretary