

**MINUTES OF A THE FACILITY AND RECREATION COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON AUGUST 14, 2024, 5:01 PM.**

**Present:** Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Absent:** None

**Also, Present:** Executive Director Romes; Deputy Director Carr; Director Smith,  
Director Peters, Manager Nichols, Manager Zullo, Coordinator Hejnowski

**Guest Speaker:** None

**Additions to the Agenda**

Executive Director Romes reported that today’s agenda was posted 48hours in advance on [www.pdhp.org](http://www.pdhp.org) and at West Ridge Center, 636 Ridge Road. However, it was brought to our attention that the park district website has been having issues.

**Ceramics Programming Update**

Manager Nichols provided a five-year comparison of ceramics enrollment figures, including a gender breakdown. She also provided a breakdown of the 2024 unique participants by age ranges 24-39, 40-49, 50-59, 650-69, 70-79, and 80-100.

Staff will conduct a needs assessment to help guide future planning efforts.

**Lot 3 Pickleball and Padel Facility Project Update**

Executive Director Romes reported that Manager Zullo is here this evening to present 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.

Manager Zullo reported 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. Staff are recommending two memberships, Standard or Premier. She provided a comparison of the membership benefits and proposed rates (annual or monthly). She reviewed the hourly court reservation fees, including a proposed fee for 6 outdoor pickleball courts at Danny Cunniff Park.

She reviewed the proposed operational structure, highlighting staffing needs and facility hours.

Lastly, she reviewed the proposed 2025 budget.

Executive Director Romes reported that the project’s fundraising goal has increased to a little over \$3million. He reminded the Committee that Mr. Saslow donated \$2million and the Bondy Family donated \$250,000. He reviewed individual and family sponsorship opportunities. Staff are also trying to secure national/global sponsors to help fund the gap.

**Deer Creek Racquet Club Annual Report**

Manager Zullo is pleased to report that Deer Creek Racquet Club has had some record-breaking moments including over 600 adult participants in Fall, Winter, Spring, and the facility exceeded 1,000 members.

She highlighted the 2023 and 2024 facility improvements.

She provided a comparison of budgeted vs. actual program participants beginning Summer 2023 – Spring 2024. She also compared 2023 to 2024 budgeted vs. actual camp revenues. Lastly, she reviewed court utilization.

**Open to the Public to Address the Board**

None.

**Other Business**

**A. Recreation Center of Highland Park Updates**

Deputy Director Carr provided a project timeline update for the locker room renovations.

Regarding the Highland Park Senior Center and parking lot improvements, he reported that the entry to the Highland Park Senior Center will be completed this year. New pavement markers, landscaping and lighting, and the new monument sign will be completed in 2025. Construction will cause significant operational impacts at the Recreation Center of Highland Park. Staff are working with the City of Highland Park to lessen the operational impacts.

**B. Intergovernmental Agreement for the Purchase and Sale of Property by and Between the Park District of Highland Park, the City of Highland Park, and the Highland Park Public Library**

Executive Director Romes reported that all our requested changes have been approved and are in the updated Intergovernmental Agreement. He will email the agreement to the Park Board of Commissioners. Staff will be requesting approval of the IGA at the August 21, 2024 Workshop Meeting.

**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 Ruttenberg, Commissioner Grossberg, Vice President Freeman

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

The meeting adjourned into Closed Session at 6:36 p.m.

Facility and Recreation Committee Meeting Minutes  
August 14, 2024

The meeting reconvened into Open Session at 7:03 p.m.

**ACTION FROM CLOSED SESSION IF ANY**

Vice President Freeman 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 Grossberg and seconded by Commissioner Ruttenberg and approved by a unanimous vote. The Board Meeting adjourned at 7:04 p.m.

Respectfully submitted,

*Roxanne Hejnowski*

Roxanne Hejnowski, Assistant Secretary