

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF REGULAR MEETING
APRIL 24, 2018**

The Regular Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Board Room at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois.

The meeting was called to order at 6:00 p.m. by President Kaplan.

ROLL CALL

Present: Commissioner Grossberg, Commissioner Bernstein, President Kaplan

Absent: Vice President Ruttenberg, Commissioner Flores Weisskopf

Staff Present: Executive Director McElroy; Deputy Director of Operations Donahue; IT Manager Johnson; Director Romes; Assistant Director Smith; Assistant Director Carr; Director Voss; Director Gogola; Superintendent Ochs

ADDITIONS TO THE AGENDA – None

NEW BUSINESS

A. Foundation Check Presentation

Director Gogola shared that The Parks Foundation of Highland Park kicked-off its first event of the year with a new fundraising initiative called “Dine for S.M.I.L.E.” The event was hosted by Bluegrass and gave diners an opportunity to donate to the Parks Foundation SMILE Grant-in-Aid Program. The culmination of week-long event was an all-you-can-eat Shrimp Boil. Bluegrass generously matched all donations made during the week and donated \$25 for each guest attending the Shrimp Boil. At the Park District of Highland Park Board meeting, Jim Lederer, owner of Bluegrass, presented a \$2,425 check for the Dine for S.M.I.L.E. fundraiser donation. Bob Bernstein, president of the Parks Foundation of Highland Park accepted the check on behalf of the Foundation along with the Park District Board of Commissioners. President Kaplan thanked Bluegrass and the Parks Foundation for a great event.

B. Parks Foundation Update

Bob Bernstein, President of the Parks Foundation gave an overview of the Parks Foundation. The Foundation is seeking to promote their Vision, Mission and Identity, identity and awareness. Mr. Bernstein explained that the Park District and The Parks Foundation are hoping to bring greater awareness to the community through events like the Champions Banquet, Firecracker 5K Run and special dining programs. Mr. Bernstein stated that the Foundation needs more volunteers. President Kaplan thanked Mr. Bernstein for the support

of the Foundation. Commissioner Grossberg also expressed thanks and excitement about the energy of the group.

PUBLIC COMMENT FOR ITEMS ON AGENDA – None

CONSENT AGENDA

Minutes of March 27, 2018 Regular Board Meeting; Minutes of April 11, 2018 Workshop Meeting; Approval of the 2018 Sunset Valley Golf Club Halfway House Renovation Project Bid; Approval Highland Park Country Club – Hey & Associates Proposal; Bills and Payroll in the amount of \$2,606,880.62.

Motion was made by Commissioner Bernstein; seconded by Commissioner Grossberg to approve the Consent Agenda.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, President Kaplan
Nay: None
Absent: Vice President Ruttenberg, Commissioner Flores Weisskopf
Abstain: None

Motion Carried.

UNFINISHED BUSINESS

A. Approval of Sole Source Purchase of GPS Navigation System for Sunset Valley Golf Club Golf Carts from EZ-GO

Director Romes reported that on March 24, 2018, the Park Board of commissioners authorized the Park District to enter into a 5-year capital lease agreement with EZGO for 65 lithium ion golf carts. An optional key feature for these golf carts is the addition of a fleet management system with personal GPS touch screen monitors on each cart. This feature will significantly enhance the golfer experience, while also helping to manage, maintain and protect the golf course and golf cart fleet.

Staff reported that the benefits of the GPS will play a significant role in attracting and retaining golfers, while also protecting the golf course and golf cart fleet. Additionally, with the advertising features available on this system, it is the intent to have expenses be offset with the sale of advertising revenue. For these reasons, staff is recommending entering into a lease agreement with EZGO for a fleet management system with GPS for the same 5-year term length as the EZGO golf carts.

Staff received 5 bids for both golf carts and the fleet management system with GPS. EZGO was selected as the provider for the golf cart fleet, the Park District must also choose EZGO to supply the fleet management system. EZGO is the only authorized distributor whom can integrate this type of hardware and software into the new golf carts. For this reason, staff is recommending leasing the **TFM 10EX GPS model from EZGO**, based on being the sole source provider of this product.

The total annual cost to lease this fleet management system for all 65 carts is \$26,893.75 per year. This annual payment will be budgeted annually in the Recreation Fund under the Center for Sunset Valley Golf Club. The cost will be offset through the procurement of advertising revenue.

Staff recommends approval from the Park Board of Commissioners to authorize the Executive Director to enter into a 5-year lease agreement, per attorney review, with EZGO for the TFM 10EX GPS model fleet management system with GPS as a Sole Source Contract at an annual fee of \$26,893.75.

Commissioner Bernstein suggested prorating five plus four months. Commissioner Bernstein asked that sometime this summer, Staff report back to the Board on how successful selling the advertisement has been and how much it will offset the price for the GPS System. Commissioner Grossberg asked about repair and warranty of the GPS systems as well as connectivity in the carts and USB ports.

Motion was made by Commissioner Bernstein; seconded by Commissioner Grossberg to approve the Sole Source Purchase of GPS Navigation System for Sunset Valley Golf Club Golf Carts from EZ-GO.

Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, President Kaplan
Nay: None
Absent: Vice President Ruttenberg, Commissioner Flores Weisskopf
Abstain: None

Motion Carried.

TREASURER'S REPORT

Executive Director McElroy presented the Treasurer's Report as Director Curtis was out of town. Executive Director McElroy stated that the District's usual overall operations are in line with the budget which is reported through March 31, 2017. There are two timing exceptions with the year to date. Relative to property taxes the property tax distribution does not begin until May. Secondly, regarding capital expenditures, bills will still be coming in. The District will catch up with collections. She further reported that Lake County has finalized the District's anticipated property tax extension. The district will receive \$12,715,143.50 which includes 1.5 million for debt service and 11.1 for operations.

NEW BUSINESS

C. Director's Report

Assistant Director Smith explained that concrete barriers were installed at Park Avenue. Staff are in the process of working on the plan for the boating this summer and communications that will be going out to the boaters. As far as the barge itself, discussions with engineering firms are ongoing. Assistant Director Smith asserted that repairs to the barge may be possible rather than having to remove or replace it. He stated that the engineers the District has spoken to feel there are no imminent concerns about the structure and that boating can occur this summer. Assistant Director Smith indicated that there is one lane plus of space.

Executive Director McElroy reported the District will appear before the Design and Review Committee for new parking lot lights at Sunset Valley Golf Course. A letter will be sent to the Sunset Valley Golf Course neighbors detailing when the demolition of the Parks Building will occur and an invitation to an Open House to discuss the plan for lighting.

Superintendent Ochs stated that the opening date for Sunset Valley Golf Course should be determined after Memorial Day as weather conditions have been cold and have delayed growth by a month. Commissioner Grossberg asked about green six. He also asked about the wetland area at hole 13-14. Commissioner Bernstein wanted to know about the tee markers.

Executive Director McElroy reported that camp enrollment through April is up 71 campers over last year. Crew camps are trending high. Circus camp enrollment is down as it is not as popular as in the past. The Learning Center and Mini Golf is opening May 5. On May 5 the Annual Dance recital will be held at Highland Park High School. The Ice Show will be held on May 18 and May 19. There is an Open House at Deer Creek Racquet Club tomorrow evening, April 25.

D. Board Comments – None

OPEN TO PUBLIC TO ADDRESS BOARD

Mike Stroz asked about the capacity of the Sunset Valley Club House. Director Romes stated that with a tent it is possible to hold 120 people, without the tent 70 people.

CLOSED SESSION

Motion was made by Commissioner Grossberg, seconded by Commissioner Bernstein, to adjourn into Closed Session for discussion of Section 2(c)(1) – the appointment, employment, compensation, discipline of the District including legal counsel for the District; 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)8 – security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees,

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students, staff, the public, or public property; Section 2(c)11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent; 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; Section 2(c)29 – for discussions between internal or external auditors and the Board.
Roll Call:

Aye: Commissioner Bernstein, Commissioner Grossberg, President Kaplan
Nay: None
Absent: Vice President Ruttenberg, Commissioner Flores Weisskopf
Abstain: None

Meeting was adjourned into closed session at 6:37 p.m.

ACTION FROM CLOSED SESSION

President Kaplan reported that the Board 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)11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent.

No action was taken.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Grossberg and seconded by Commissioner Bernstein and approved by unanimous vote. The Board Meeting adjourned at 6:43 p.m.

Respectfully submitted,

Liza McElroy, Secretary