

NOTICE OF FINANCE COMMITTEE MEETING

Tuesday, October 18, 2022

8:00 a.m.

Park District of Highland Park
Board of Park Commissioners
636 Ridge Road, Highland Park, IL 60035
No Live Stream

FINANCE COMMITTEE MEETING AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ADDITIONS TO THE AGENDA**
- IV. **OCTOBER 2022 BID RESULTS AND EQUIPMENT PURCHASES**
- V. **RESOLUTION #2022-07: TRUTH IN TAXATION - REVIEW OF THE TAX LEVY**
- III. **PURCHASING POLICY UPDATE**
- IV. **NAMING RIGHTS POLICY UPDATE**
- VI. **OTHER BUSINESS**
- VII. **OPEN TO PUBLIC TO ADDRESS BOARD**
- VIII. **CLOSED SESSION PURSUANT TO THE FOLLOWING SECTIONS OF THE OPEN MEETINGS ACT:** Section 2(c)1: The employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body; 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, 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. Possible action by the Board on items discussed in closed session.
- IX. **ADJOURNMENT**

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's ADA Compliance Officer, Brian Romes, at the Park District's Administrative Office, 636 Ridge Road, Highland Park, IL Monday through Friday from 8:30 a.m. until 5:00 p.m. at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 847-831-3810; fax number 847-831-0818.



Memorandum

To: Finance Committee

From: Ryan Ochs, General Manager/Superintendent of Golf Operations; Jeff Smith, Director of Planning and Projects, Dan Voss, Director of Parks; Amy Murrin, Assistant Director of Recreation and Facilities, Mitch Carr, Director of Recreation and Facilities; Brian Romes, Executive Director

Date: October 18, 2022

Subject: **October 2022 Bid Results and Equipment Purchases**

Summary

Staff will review the following purchases for consideration to be approved at the October 26 Park Board Regular Meeting:

- Bid opening for the 2023 Sunset Valley Golf Club Cart Path Bridge Replacement and Removal
- Parks and Golf Maintenance Equipment
- Fitness Equipment for the Recreation Center of Highland Park



Memorandum

To: Finance Committee

From: Mari-Lynn Peters, Director of Finance; Brian Romes, Executive Director

Date: October 18, 2022

Subject: **Resolution #2022-07: Truth in Taxation – Review of the Tax Levy**

Summary

Staff will provide an overview of the proposed Resolution #2022-07: Truth in Taxation – Review of the Tax Levy.



Memorandum

To: Finance Committee

From: Jeff Smith, Director of Planning and Projects; Mari-Lynn Peters, Director of Finance; Brian Romes, Executive Director

Date: October 13, 2022

Subject: **Purchasing Policy Update**

Summary

Senate Bill 3050 / Public Act 102-0999, signed into law earlier this year, increased the bid limit under the Park District Code from \$25,000 to \$30,000. The Park District's Purchasing Policy must be updated to allow for this increase to take effect. Staff have worked with Park District Legal Counsel on changes to reflect this increase as well as general updates to the policy. Staff will review the attached proposed policy.



Memorandum

To: Finance Committee

From: Chris Maliszewski, Assistant Director of Recreation and Facilities; Mitch Carr; Director of Recreation and Facilities; Brian Romes, Executive Director

Date: October 18, 2022

Subject: **Naming Rights Policy Update**

Summary

Staff will review the recommended revisions for the Naming Rights Policy.