

**MINUTES OF A THE FINANCE COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON AUGUST 20, 2024, 8:04 AM.**

**Present:** Commissioner Ruttenberg, President Bernstein

**Absent:**

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

**Guest Speaker:** None

Vice President Freeman joined the meeting at 8:05 a.m.

**Additions to the Agenda**

None.

**August Bid Results**

**A. 2024 Sunset Woods Improvements**

Staff received two bids for materials and labor. Work is scheduled to occur from September 2025 through April 2025. Staff are able to keep the Base Bid under budget by \$13,000 by removing some of the value engineering items: replace seatwalls in game area with standard park benches and contract painted games striping separately. As for the Bid Alternates: Alt. 1 Add Drinking Fountain, Alt. 2 Add Fencing at Multiuse Court, Alt. 3 Add Swing to Game Area, Alt. 4 Swale Planting at Game Area, Alt. 5 Add Bowl at Skate Park, staff are only recommending Alt. 2 and Alt. 5.

Unfortunately, the project is still over budget by \$154,422, even with the removal of value engineering items and reducing the bid alternates.

It was the consensus of the Finance Committee to present the bid recommendation to the entire Park Board at the August 28, 2024 Regular Meeting so members can vote on how to proceed with the project.

**B. 2024 Asphalt Improvements Project**

Staff received five bids for materials and labor. Work is scheduled to occur from October through November 2024. There is \$200,000 budgeted for this project. The low bidder, Chicagoland Paving Contractors, Inc, came in \$3,000 under budget.

It was the consensus of the Finance Committee to place the bid from Chicagoland Paving Contractors, Inc. on the consent agenda at the August 28, 2024 Regular Meeting of the Park Board.

**New Facility and Site Improvements at West Ridge Park**

Manager Schwartz reported that the cost estimates from W.B. Olson, construction management/general contracting company, for the new facility and site improvements at West Ridge Park came in under budget.

Permitting will begin in September, bid issuance in late October, Bids due in mid-November, present to the Finance Committee and Park Board of Commissioners in December.

**Prairie Wolf Slough Agreement Update**

Director Voss reported that Prairie Wolf Slough is a Lake County Forest Preserve Site. He shared an aerial map of the site. Currently, there is an intergovernmental agreement between Lake County Forest Preserve District, High School Township District 113, and the Park District of Highland Park. The goal of the IGA was to create a path connecting Deerfield High School to the pathways. There was no cost to the Park District to construct the path, however, the Park District agreed to yearly maintenance. Maintenance includes add screenings in minor potholes, rutting, low spots; removal of all trash within path up to twice per week; empty parking lot trash receptacles twice per week; mowing of a grass buffer 4' on each side of path; and removal of weeds with herbicide on path and parking lot as needed.

The current 25 year is set to expire. The Park District may terminate its maintenance obligations providing written notice 180 days prior to any renewal date. Termination does not include the proposed Eastern Trail.

It was the consensus of the Finance Committee to terminate its maintenance obligations.

**Centennial Ice Arena Quarterly Report**

Manager Sassorossi provided a comparison of year to date budgeted vs. actual revenues for skating, gymnastics, camps, daily fees, and rentals. She is pleased to report that enrollments and actual revenues for skating, gymnastics, and camp programs are projected to surpass the annual budget.

**Other Business**

None.

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

None.

**Adjournment**

The meeting adjourned at 8:57 a.m.

Respectfully submitted,

*Roxanne Hejnowski*

Roxanne Hejnowski, Assistant Secretary