

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF SPECIAL MEETING
SEPTEMBER 04, 2024**

The meeting was called to order at 6:02 p.m. President Bernstein.

ROLL CALL

Present: Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman, President Bernstein

Absent: None

Staff Present: Executive Director Romes; Deputy Director Carr; Director Smith; Director Peters; Director Gogola; Director Voss; Assistant Director Acevedo; Assistant Director Reyes; Coordinator Hejnowski

Guest Speakers: None.

ADDITIONS TO THE AGENDA

Executive Director Romes reported that staff would like to provide a brief update on the New Facility and Site Improvements at West Ridge Park project. Also, staff would like to change the order of the agenda, moving the 2024 Pickle and Padel Club Bid to Item V.

PUBLIC COMMENT FOR ITEMS ON AGENDA

None.

CONSIDERATION TO APPROVE THE 2024 PICKLE AND PADEL CLUB BID

Director Smith reported that the Park District of Highland Park received three (3) sealed bids on Thursday, August 29, 2024, for materials and labor to complete the 2024 Pickle and Padel Club. Project scope involves both site and interior improvements at the planned air supported structure including:

- Water Service Installation
- Sanitary Service Installation
- Site and Parking Lot Grading, Paving, Flat Work and Drainage Improvements
- Landscaping & Restoration
- Interior Dome Grading and Paving Improvements
- Installation of mechanical systems for air supported structure
- Construction of interior rooms including storage, offices, multi-purpose rooms, and restrooms
- Mechanical, electrical, and plumbing associated with interior construction

The lowest Bidder was Stuckey Construction with a base bid of \$2,988,000 with alternates A1 of \$148,000. Staff reviewed the details of the bid results and associated bid alternate.

Special Meeting Minutes
September 04, 2024

Alternates include:

- Alternate A1 – Multipurpose Room
- Alternate C1 – Perimeter Road Asphalt (repave existing road along the perimeter of the dome, which permits emergency vehicle access).
- Alternate C2 – Concrete Padel Courts

There is \$1million in the capital fund for this project. Staff are anticipating \$2,250,000 in donations, \$250,000 from charter memberships, \$250,000 from court sponsorships, and \$500,000 contribution from the City of Highland Park. As a result, the District has \$2,158,993 available for this project.

Staff feel that Alternate A1 – Multipurpose Room, would be beneficial to the project, however, by approving the alternate, the project is over budget by \$699,412. Staff will try to fundraise the gap; however, funds may have to be taken out of the capital fund which will impact other projects. Staff are reviewing the Five-Year Capital Budget at the September 17, 2024 Finance Committee Meeting.

A motion was made by Vice President Freman and seconded by Commissioner Ruttenberg to approve the 2024 Pickle and Padel Club Bid Total Base Bid from Stuckey Construction and authorize the Executive Director to enter into a contract in the amount not to exceed \$2,751,605.

Roll Call:

Aye: Commissioner Labrador, Commissioner Ruttenberg, Vice President Freeman, President Bernstein

Nay: Commissioner Grossberg

Absent: None

Abstain: None

Motion Carried

APPROVAL OF THE 2024 SUNSET WOODS IMPROVEMENTS BID

Director Smith reported that the Park District of Highland Park received two (2) sealed bids on Thursday, August 15, 2024, for materials and labor to complete the 2024 Sunset Woods Park Improvements. Work is scheduled to occur from September 2025 through April 2025.

Staff presented the Base Bid and the Bid Alternates. To reduce costs, staff recommend removing the seatwalls and replacing with standard park benches in the game area, and removing the contract painted games striping from the bid packet, suggesting that this work can be completed for less with a separate contractor. As for the Bid Alternates, staff are only recommending the Park Board approve Alt. 2 Add Fencing at Multiuse Court and Alt. 5 Add Bowl at Skate Park.

The Park Board wanted to better understand the benefits of Alt. 5 Skate Bowl and the financial impacts on the five-year capital plan. Alt. 5 was removed from the approval recommendation.

At the September 17 Finance Committee Meeting staff will revisit this project, present the benefits of Alt. 5 and it impacts to the five-year capital plan.

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Grossberg to approve Total Base Bid and Alternate 2 from Schafges Brothers Incorporated in the amount of \$1,176,517 for the 2024 Sunset Woods Park Improvements Project, authoring the Executive Director to enter into a contract.

Roll Call:

Aye: Commissioner Labrador, Commissioner Ruttenberg, Commissioner Grossberg, Vice President Freeman, President Bernstein

Nay: None

Absent: None

Abstain: None

Motion Carried

APPROVAL OF RESOLUTION #2024-01: AUTHORIZING THE SALE OF REAL ESTATE PROPERTY AND INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF HIGHLAND PARK AND THE HIGHLAND PARK LIBRARY

Executive Director Romes reported that The Highland Park Public Library is planning for expansion of their current facility. The Park District of Highland Park currently owns land located to the west of the Highland Park Public Library. The Park District, City of Highland Park, and the Highland Park Public Library developed an intergovernmental agreement to allow Park District property to be used for the expansion. Staff provided an overview of the agreement to the Park Board of Commissioners at the August Workshop Meeting. The Park Board determined that the Park Property has become unnecessary, unsuitable, and inconvenient for the uses of the Park District and that it is in the best interest of the Park District to transfer title to the Park Property to the Buyers in accordance with the terms of the Intergovernmental Agreement.

The Intergovernmental Agreement for the Purchase and Sale of Real Estate Property was presented and approved by the Highland Park Library Board of Trustees on August 20, 2024, and City Council of Highland Park on August 26, 2024. A Resolution Authorizing The Mutual Exchange of Real Property and Intergovernmental Agreement With The Park District Of Highland Park will be presented to the Park Board of Commissioners at the Special Meeting of the Park Board on September 04, 2024.

Commissioner Ruttenberg approves the sale of property; however, he does not approve the resolution.

A motion was made by Vice President Freeman and seconded by Commissioner Labrador to approve Resolution #2024-01: Authorizing the sale of Real Estate Property and Intergovernmental Agreement with the City of Highland Park and the Highland Park Public Library.

Special Meeting Minutes
September 04, 2024

Roll Call:

Aye: Commissioner Labrador, Commissioner Grossberg, Vice President Freeman, President Bernstein

Nay: Commissioner Ruttenberg

Absent: None

Abstain: None

Motion Carried

OTHER BUSINESS

Executive Director Romes reported that there is a board liaison meeting on September 17 for the New Community Center and Site Improvements at West Ridge Park project. A Facility and Recreation Committee Meeting will be scheduled for later this month or early October.

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

None.

ADJOURNMENT

A motion was made by Commissioner Ruttenberg and seconded by Vice President Freeman and approved by a unanimous vote. The Board Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary