

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
NOVEMBER 9, 2021**

Minutes of the Workshop Meeting of the Park District of Highland Park Held on November 9, 2021. Pursuant to Section 7(e) of the Open Meetings Act, The President of the Board of Park Commissioners has made a finding that it is not practical or prudent to hold in person meetings because of the COVID-19 public health emergency. Neither the elected officials nor the public will be allowed to attend Regular or Committee Meetings in person but will participate virtually. Links to the virtual meeting can be found on the Park District website <https://www.pdhp.org/park-board/meetings/>

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

**ROLL CALL**

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

**Absent:** None

**Staff Present:** Executive Director Romes; Director Smith, Director Voss, Director Dunn, Director Peters, Director Gogola, Director Carr; Assistant Director Maliszewski; Assistant Director Murrin; General Manager/Superintendent of Golf Operations Ochs; Manager Johnson; Manager Grill

**Guest Speakers:** Tom Rychlik, GHA Engineers

**ADDITIONS TO THE AGENDA**

President Ruttenberg requested a motion to move the Park Avenue Boating Facility Update to a Special Meeting on Tuesday, November 16 at 5:00 p.m.

A motion was made by Commissioner Kaplan, seconded by Commissioner Bernstein to move the Park Avenue Boating Facility Update to the Special Meeting on Tuesday, November 16 at 5:00 p.m.

**Roll Call:**

**Aye:** Commissioner Bernstein, Commissioner Kaplan, President Ruttenberg

**Nay:** Commissioner Freeman, Vice President Grossberg

**Absent:** None

**Abstain:** None

**Motion Carried**

**2021 SUNSET VALLEY GOLF CLUB CART PATH BRIDGE FABRICATION BID**

Director Smith reminded the Park Board of Commissioners that the 2020 bridge inspection report identified the following bridges, bridges 1, 2, 3, 5, 7, and 9, will need to be replaced, whereas bridges 6 and 8 will need to be removed. As for the project timeline, bridges 1 and 9 will be replaced in the spring of 2022, bridges 5 and 7 will be replaced in the spring of 2023, and bridges 2 and 3 will be replaced in the spring of 2024. He shared photos of the current bridges vs. the new design which is a prefabricated steel truss bridge that spans 50ft. Staff are anticipating the steel truss bridges will be supported on concrete abutments.

Director Smith reported that Staff received three responsive and responsible bids on November 2 for the fabrication and delivery of cart path bridges for the Sunset Valley Golf Club Cart Path Bridge Replacement Project. The project will be phased over three years with two bridges being replaced each spring, beginning in 2022. The base bid was for the delivery of two bridges in March 2022. An alternate for the purchase of two bridges to be delivered in March 2023 and two bridges to be delivered in March 2024 was included. Installation of the bridges will be bid separately. The low bidder was Anderson Bridges, LLC with a base bid of \$109,800 each year and an alternate bid \$54,900 each year. The total contract amount with Anderson Bridges, LLC is \$329,400. Staff will be requesting approval from the Park Board of Commissioners at the November 16 regular Board Meeting for the base bid and alternate bid with Anderson Bridges, LLC.

Director Smith provided an update on the financial impacts, noting that the Park District will not be invoiced for bridges until after their respective delivery. The amount in the 2022 Capital Budget to replace bridges 1 and 9 is \$218,500. The bid recommendation was \$109,800, so the Park District will save \$108,700 on the 2022 replacement. The amount in the 2023 Capital Plan to replace bridges 5 and 7 is \$228,000. The bid recommendation was \$109,800, so the Park District will save \$118,200 on the 2023 replacement. The amount in the 2024 Capital Budget to replace bridges 2 and 3 is \$237,500. The bid recommendation was \$109,800, so the Park district will save \$127,700 for the 2024 replacement. Overall, the Park District has \$1.8 million budgeted for this project whereas staff are anticipating the actual expenses to be \$1.5 million. Due to the significant cost savings, staff are recommending the project be completed in 2 years, so three bridges would be replaced in 2022 and the remaining three bridges would be replaced in 2023. By completing the project in 2 years staff are anticipating the total costs will be reduced to \$1.4 million.

Director Smith provided an update on the project timeline reporting that staff are seeking consensus from the Park Board of Commissioners to place the agreement from Anderson Bridges, LLC on the consent agenda for the November 16 Regular Board Meeting. If the park Board approves the agreement on November 16, staff will release the installation bid this December, award the installation bid in January of 2022, Anderson Bridges, LLC will begin construction in February of 2022, the three bridges will be delivered in March of 2022, and the 2022 bridge replacement should be completed in May of 2022.

Commissioner Bernstein would like to know if Sunset Valley is operating at a surplus.

Manager Ochs reported that the Sunset Valley Golf Club is operating at a \$700,000 surplus, and staff are anticipating that number will increase to \$1 million by December 31, 2021.

Staff received consensus from the Park Board of Commissioners to place the agreement from Anderson Bridges, LLC on the consent agenda for the November 16 Regular Board Meeting.

### **THE PRESERVE OF HIGHLAND PARK PROJECT UPDATE**

Manager Grill reported that staff met with Hey Associates and Team REIL this past September to review Punch List items. Since then, much progress has been made and the project is approaching substantial completion. She shared images of the gateway pathway, the sand play area, the north pond overlook, and site amenities so the Park Board of Commissioners could better understand how the project is progressing. All major path work, including the Gateway Path, is complete. Amenities, including both overlooks and the sand play area, are complete and awaiting site furnishings such as waste cans and signage. Staff approved three Change Orders that will enhance the Gateway Path, provide additional railings at the Gateway overlook, and create an accessible route to green space near the entry plaza for programming and events. Maintenance of natural areas and mowing continues. Signage has been developed in conjunction with the District's Communications Department and interpretive signage has been released for production. The community has been kept updated on progress through social media, the website, and by signage on-site.

As for expenses, Manager Grill reported Park Board of Commissioners awarded a construction contract in the amount of \$1,204,290 to Team REIL Inc. at the September 22 Regular Board Meeting. As a reminder, this work is supported by grants from the Illinois Department of Natural Resources OSLAD (\$400,000) and Illinois EPA Section 319 Grant funding, through the Lake County Stormwater Management Commission (\$144,672) for shoreline restoration and vegetative swales. The total project is estimated to cost \$1.6 million and as of November 5, the Park District has spent \$1.3 million.

She is pleased to report that the District is wrapping up the final phase of this project and is eager for the community celebration and grand opening in May of 2022.

Vice President Grossberg visited the Preserve of Highland Park last weekend, and he is pleased with the progress and eager for the community celebration. His favorite paths and amenities are near Skokie River Woods.

Commissioner Bernstein and Commissioner Kaplan commended Manager Grill for her dedication to this project, reporting that the site looks phenomenal.

President Ruttenberg reported that the Park Board of Commissioners appreciates everything staff and manager Grill has done to develop the Preserve of Highland Park.

### **REVIEW OF VOUCHERS**

Executive Director Romes reported that bills in the amount of \$723,543.94 have been presented in the Workshop Packet, and the two largest expenses were due to camp busing costs and insurance.

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**OPEN TO THE PUBLIC TO ADDRESS THE BOARD**

None.

**ADJOURNMENT**

A motion was made by Vice President Grossberg, and seconded by Commissioner Freeman and approved by a unanimous vote. The Board Meeting adjourned at 6:32 p.m.

Respectfully submitted,

*Roxanne Hejnowski*

Roxanne Hejnowski, Assistant Secretary