

**MINUTES OF A THE FINANCE COMMITTEE MEETING
OF THE PARK DISTRICT OF HIGHLAND PARK
HELD ON APRIL 20, 2022, 5:46 PM.**

Present: Commissioner Bernstein, Commissioner Freeman, Vice President Grossberg

Absent: None

Also, Present: Executive Director Romes; Director Smith; Director Voss; Director Peters; Director Carr; Director Gogola; Assistant Director Maliszewski; Assistant Director Murrin; Manager Schwartz, Manager Matzke; Manager Johnson; Coordinator Hejnowski

Guest Speaker: None

Additions to the Agenda

None.

Approval of the Finance Committee Meeting Minutes from March 16, 2022

The Minutes from the March 16, 2022 Finance Committee Meeting were approved.

Recreation Center of Highland Park Dectron System Replacement

Manager Schwartz reported that the Dectron System at the Recreation Center of Highland Park is a large mechanical unit that regulates the humidity in the pool room. The unit is approaching its useful life and requires regular maintenance. A well-running system is critical to supporting the swim programs at the RCHP.

The 2022 approved budget includes planning dollars to engineer the replacement of the Dectron Unit. The actual replacement is planned to take place in 2023.

The scope of work for this project is specialized. As such, the Park District requested a proposal from WT Group, LLC (WTG). WTG was the engineering firm that installed the current system when the RCHP was first built. The Park District of Highland Park has a good standing working relationship with WTG and WTG has good references and reputation working on similar project scopes. The proposal includes costs for engineering and construction administration. Construction administration costs will not incur this year.

Staff recommends consensus from the Finance Committee to seek approval from the Park Board of Commissioners at the April 27, 2022 Regular Board Meeting to approve the contract with WT Group, LLC for engineering services and authorize the Executive Director to enter into an agreement in the amount not to exceed \$25,700 on the consent agenda.

Commissioner Bernstein would like to know when the indoor pool deck will be repaired.

Director Smith reported that the indoor pool deck would be replaced simultaneously with the Dectron System to reduce programming disruptions.

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Staff received consensus from the Finance Committee to place this item on the consent agenda at the April 27, 2022 Regular Board Meeting.

Commissioner Bernstein requested that Director Smith share an update with the Park Board of Commissioners as to how both projects will occur and the anticipated disruptions to the indoor pool.

April 2022 Bid and RFP Results

A. 2022 Lakefront Security Services RFP

Assistant Director Murrin reported that staff entered into a security services agreement with Advanced Security Solutions, Inc. in 2020 and 2021 to protect, police, and supervise the lakefronts since they were highly sought after, and park district policies were being violated by the public. As of 2022, Advanced Security Solutions, Inc. increased its service fees, so staff put out an RFP in hopes of securing a new company. Staff received two bids from Securatex, Ltd. and Gamma Team Security. Gamma Team Security failed to submit a complete proposal, so staff are recommending that the Park Board of Commissioners approve the Executive Director enter into an agreement with Securatex, Ltd. to provide security services at Rosewood Beach from 6:00 p.m. to midnight and at Park Avenue Beach and Boating facility from 6:00 p.m. to midnight. Services would be for 99 days during the summer season beginning May 27. Staff budgeted \$37,500 for security services. The proposal is \$39,096, so the proposal is over budget by \$1,596.

Vice President Grossberg requested a copy of the job description and asked if security personnel would be armed.

Assistant Director Murrin reported that neither the security/patrol personnel nor the park ambassadors would be armed.

Vice President Grossberg asked if there are any differences in the level of service when compared to last summer.

Assistant Director Murrin reported that Securatex, Ltd. uses technology to offer an enhanced tracking system so that when problems arise patrol officers can quickly find the location. Overall, she is pleased to report that Securatex, Ltd. has raving reviews, at Rockford Public School System, Oak Park/River Forest, Amita Health, and Brookfield Zoo.

Staff received consensus from the Finance Committee to place this item on the consent agenda for the April 27 Regular Board Meeting.

B. 2022 Park Avenue Dredging Project Bid

Director Smith reported three bids were received on April 11. John Keno and Company was the low bid. The total budget approved was \$35,000. If 1,800 cubic yards are dredged the project will be over budget, however, staff anticipates John Keno and Company will only need to dredge 1,000 cubic yards as required in the past. If 1,000 cubic yards are dredged the project will be under budget.

Staff received consensus from the Finance Committee to place this item on the consent agenda for the April 27 Regular Board Meeting.

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C. 2022 Moraine Park Path Improvements Rebid

On April 14, 2022, five (5) bids were received for the 2022 Moraine Path Improvement Project Rebid. The purpose of this project is to reopen the Moraine Park ravine path and permit lake access at this site. The path has been closed since spring 2019 due to failures of the path caused by record-setting, heavy rainfall. Work includes construction of a boardwalk along the path and stabilization work along the toe of the ravine slope. The low bid was from Integral Construction Inc. for \$553,200. There is \$485,000 in the capital budget for this project. Although this project is over budget, staff are requesting consensus from the Park Board of Commissioners to consider this item for approval at the April 27 Regular Board Meeting. If approved, construction would begin in June 2022 with an anticipated completion in September 2022.

Commissioner Bernstein requested that staff schedule a call with himself and President Ruttenberg to discuss an email sharing concern surrounding Integral Construction Inc and past violations.

Vice President Grossberg asked about the drainage aspect and how it impacts the structure of the bluff.

Director Smith reported that staff and Daniel Creany Company are looking to see what can be done to improve drainage. The idea is to reduce the amount of water that flows down the bluff. The challenge is the underground boring to put the pipe in.

D. 2022 Heller Nature Center Entrance Improvement Project Bid

Director Smith reported that the main parking lot and concrete sidewalk has needed to be replaced for several years, so staff are proposing to replace the concrete walk and install a sidewalk curb.

Director Smith reported that staff received four bids. The low bid was from Hacienda Landscaping, Inc. The base bid is \$40,409, plus four alternates. Based on the budget, staff are not recommending the Park Board of Commissioners approve any of the alternates. Staff has \$30,000 in the budget. Although the base bid is \$10,409 over budget, staff are recommending that the Park Board of Commissioners consider this item for approval at the April 27 Regular Board Meeting.

Lastly, Director Smith reported that the parking lot will need to be repaved next year, which is a separate project.

Commissioner Freeman supports staff's recommendation.

Commissioner Bernstein would like staff to examine the drainage issues to ensure that those are addressed with this project. He supports repaving the asphalt in 2023.

Staff received consensus from the Finance Committee to place this item on the consent agenda for the April 27 Regular Board Meeting.

Other Business

None.

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Open to the Public to Address the Board

None.

Adjournment

The meeting adjourned at 6:24 p.m.

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary