

# **NOTICE OF FINANCE COMMITTEE MEETING**

**Thursday, August 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

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## **FINANCE COMMITTEE MEETING AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ADDITIONS TO THE AGENDA**
- IV. **QUARTERLY TREASURERS REPORT AND FINANCIAL FORECASTS BY FUND**
- V. **AUGUST 2022 BID RESULTS**
- 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**



# Memorandum

**To:** Finance Committee

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

**Date:** August 18, 2022

**Subject:** **Quarterly Treasurers Report and Financial Forecasts by Fund**

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## Summary

Staff will review the quarterly finance results by fund.



# Memorandum

**To:** Finance Committee  
**From:** Brian Romes, Executive Director  
**Date:** August 18, 2022  
**Subject:** **August 2022 Bid Results**

## Summary

Staff will review the bid opening for the 2022 Facility and Parks Asphalt Improvements Project provide a contract recommendation.

## Bid Results

<b>Base Bid</b>	<b><i>Sunset Valley Golf Club</i></b> cart path replacement for holes 2, 3, 4, and 5
<b>Alternate #1</b>	<b><i>Sunset Valley Golf Club</i></b> cart path replacement for hole 8
<b>Alternate #2</b>	<b><i>Sunset Valley Golf Club</i></b> cart path replacement for hole 9
<b>Alternate #3</b>	<b><i>Heller Nature Center</i></b> Patch (only applicable if Alt #4 not accepted)
<b>Alternate #4</b>	<b><i>Heller Nature Center</i></b> Parking Lot/Compound
<b>Alternate #5</b>	<b><i>Sunset Wood Park</i></b> Parking Lot Striping

<b>Company</b>	<b>Total Base Bid</b>	<b>Alt #1</b>	<b>Alt #2</b>	<b>Alt #3</b>	<b>Alt #4</b>	<b>Alt #5</b>
Troch McNeil Paving Company	\$130,840	\$40,940	\$42,475	\$17,000	\$104,795	\$2,500
Chicagoland Paving	\$150,000	\$50,000	\$70,000	\$7,500	\$175,000	\$2,500

## Financial Impact

<b>Total Approved 2022 Budget</b>	<b>\$130,000</b>
<b>Base Bid</b>	<b>(\$130,840)</b>
<b>Variance (over budget)</b>	<b>(\$840)</b>
<b>Alternates</b>	<b>(\$190,710)</b>
<b>Total Proposed Project (Base Bid + Alternates)</b>	<b>(\$321,550)</b>
<b>Variance (over budget)</b>	<b>(\$191,550)</b>

**Recommendation**

Staff is recommending approval of the Base Bid and Alternates due to favorable pricing. This will allow the Park District to complete projects in 2022 that are allocated in 5 Year Capital Plan for future years. The Sunset Valley Golf Club cart part improvements project is a three-year project. Accepting Bid Alternates 1 and 2 for holes 8 and 9 will reduce the scope and budget for future years. Accepting alternate 4 for the Heller Nature Center parking lot reduce the asphalt budget for the 2023 Capital Plan.

Staff recommends consensus from the Finance Committee that the Park Board of Commissioners approve base bid items 1,2,3, and 4 and Alternates 1,2,4, and 5 at the August 24 Regular Park Board Meeting from Troch McNeil Paving Company for the 2022 Facilities and Parks Asphalt Improvements Project in the amount of \$321,550.