

**NOTICE OF SPECIAL MEETING**  
**Wednesday, September 03, 2025**  
**Special Meeting**  
**5:30 pm**

Park District of Highland Park  
Board of Park Commissioners  
West Ridge Center  
636 Ridge Road, Highland Park, IL 60035  
No Live Stream

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**SPECIAL MEETING AGENDA**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ADDITIONS TO THE AGENDA**
- IV. PUBLIC COMMENT FOR ITEMS ON AGENDA**
- V. CONSIDERATION TO APPROVE A RESOLUTION FOR A CHANGE ORDER FOR THE WEST RIDGE RECREATION FACILITY CONSTRUCTION MANAGEMENT AGREEMENT WITH W.B. OLSON**
- VI. OTHER BUSINESS**
- VII. OPEN TO PUBLIC TO ADDRESS THE 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)2: Collective negotiating matters between the public body and its employees or their representatives, or deliberation concerning salary schedules for one or more classes of employees; 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)12: the establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member; 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. ACTION FROM CLOSED SESSION IF ANY**
- X. ADJOURNMENT**

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's ADA Compliance Officer, Brian Romes, at the Park District's Administrative Office, 636 Ridge Road, Highland Park, IL Monday through Friday from 8:30 a.m. until 5:00 p.m. at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 847-831-3810; fax number 847-831-0818.



# Memorandum

**To:** Park Board of Commissioners

**From:** Amalia Schwartz, Planning Manager; Jeff Smith, Director of Planning, Projects, & IT;  
Brian Romes, Executive Director

**Date:** September 03, 2025

**Subject:** **Consideration to Approve a Resolution for a Change Order to the West Ridge Recreation Facility Construction Management Agreement with W.B. Olson**

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## **Summary/Background**

Park District staff will review the proposed change order to improve the West Ridge Park ballfield.

The Park District 2025 Capital Plan has funds budgeted to improve the baseball field at West Ridge Park. This project is supported by the Athletic Field Master Plan and would address drainage challenges on the west ballfield and expand capacity to accommodate all ages.

There are efficiencies gained by integrating this scope of work with the ongoing new facility construction project such as the ability to start construction this fall to open the field for play in 2026.

W.B. Olson solicited pricing from contractors for the baseball field scope of work. The team is reviewing the results and exploring opportunities for value engineering. Staff will present the updated pricing, financial impact, and the resolution to approve a change order for the West Ridge New Recreational Facility Construction Management Agreement with W.B. Olson.

## **Recommendation**

Staff recommend that the Park Board of Commissioners consider the resolution for a change order to the West Ridge Recreation Facility Construction Management Agreement with W.B. Olson.