

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
June 14, 2023**

The meeting was called to order at 6:00 p.m. Vice President Freeman.

ROLL CALL

Present: Commissioner Bernstein, Commissioner Ruttenberg, Vice President Freeman

Absent: Commissioner Kaplan, President Grossberg

Staff Present: Executive Director Romes; Deputy Director Carr; Director Smith; Director Peters; Director Voss; Director Gogola; Director Hall; Manager Schwartz; Coordinator Hejnowski

Guest Speakers: None

Commissioner Kaplan joined the meeting at 6:03 p.m.

ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

APPROVAL OF THE PARC GRANT APPLICATION FOR A NEW COMMUNITY CENTER

Manager Schwartz reported that the Illinois Department of Natural Resources is inviting eligible government agencies to apply for grant funding through the Park and Recreation Construction (PARC) grant program. The main intent of the PARC grant program is to support the renovation or construction of indoor recreation facilities. The grant can fund up to 75% of total project costs with a maximum grant amount of \$2.8 million dollars. The application is due on June 15, 2023.

The grant application requires that the Park Board of Commissioners approve the proposed project and commit funds for the project if awarded by approving the attached Resolution of Authorization.

Staff, in collaboration with Park Board Liaisons and with the assistance of Holabird and Root, have prepared a grant application requesting \$2.8M to support the new community center at West Ridge Park project.

The New Community Center at West Ridge Park project replaces the aging West Ridge Center with a new sustainable facility that increases both operational and energy efficiencies, expands recreational capacity, addresses accessibility including compliance with ADA regulations, and enhances safety and security. The new facility is a recommendation of the Park District of Highland Park's Master Plan to address the poor

infrastructure of the existing West Ridge Center. With increasing needs and costs of construction, the Park District's budgeted funds are not expected to cover the full cost of West Ridge Park's new community center. Without grant support, recreational programs will be cut from the project. The recreational core programs planned for the new West Ridge Center include gymnastics, youth enrichment, and visual and performing arts. The rooms proposed as part of this grant support mission-critical programs such as after-school programs, summer camps, and a variety of other recreational activities that serve approximately 5,504 enrollments on an annual basis.

The preliminary project budget estimates \$400/square foot of construction costs. A grant award of \$2.8M would allow for an additional 6,000 square feet of program space that could not be achieved with the existing funds available. With the additional grant funds, the project can support expanded recreation and enrichment space to accommodate a variety of uses, ages, and skill levels, in addition to a larger gymnastics room that can meet the growing demand for older age levels and skill abilities, specifically, a dedicated gymnastics gym, flexible spaces for recreation and enrichment programs, classes, events, camps, and activities for youth and adults, including, cultural, visual, and performing arts.

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Kaplan to approve the PARC Grant Resolution Authorization, allowing the Park District of Highland Park to apply for funding assistance to support the new community center at West Ridge Park project.

Roll Call:

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

Nay: None

Absent: President Grossberg

Abstain: None

Motion Carried

APPROVAL OF THE WEST RIDGE CENTER DOOR HARDWARE IMPROVEMENTS BID

Director Smith reported that the Park District of Highland Park received two (2) sealed bids on Wednesday, June 7, 2023, for materials and labor to complete the 2023 West Ridge Center Door Hardware Improvements. This bid is part of the West Ridge Center Access Control Improvements Project. The project includes furnishing and installing/replacing doors, furnishing and installing door hardware, and furnishing, installing, and programming access control hardware. The total project cost is \$77,182.38

The low bidder is Anderson Lock Company, Ltd at \$39,120.00. This contractor has favorable references and experience working with the Park District. Work is scheduled to occur in August 2023.

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Kaplan to accept the Base Bid from Anderson Lock Company, Ltd. for the 2023 West Ridge Center Door Hardware Improvements and authorize the Executive Director to enter into an agreement in the amount of \$39,120.00.

Roll Call:

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

Nay: None

Absent: President Grossberg

Abstain: None

Motion Carried

CONSTRUCTION PROJECT UPDATES

A. Centennial Ice Arena Facility and Site Renovations project

Manager Schwartz reported that the punch list for the interior is complete, the exterior punch list is near completion, and the landscaping and plantings are flourishing with the recent rains.

Commissioner Ruttenberg commended staff, noting that the interior and exterior renovations look great.

B. Millard Park Grading and Tree Removal project

Director Voss reported that the tree removals were completed in February, and he is pleased to report that most of the grading is complete. He shared images of the topsoil being scrapped and removed, the clay being worked and graded to construct the 2-to-1 slope, and subsequent replacement of the topsoil to create a seed bed. A change order was necessary to address seepage areas on the slope discovered through the grading work and rains in the spring, however, once the drainage was installed the project has been progressing nicely.

C. Moroney Park Playground Improvements project

Director Smith shared a playground rendering, reminding the Park Board of Commissioners what the new playground will look like after construction. He shared construction images, reporting that the project is on schedule and the new playground should be available for use in July.

D. Park Avenue Breakwater and Boat Ramp project

Director Smith reported that the concrete work is completed for the breakwater and coffer dam. So long as the weather and waves hold, the concrete abutments and parapet wall will be completed this week.

REVIEW OF VOUCHERS

Director Peters reported that the only remarkable items were a \$75,000 check for Lands and Rivers for the Park Avenue Breakwater and Boat Ramp project and a \$68,000 check for GameTime for the Moroney Park Playground Improvements project.

OTHER BUSINESS

None

OPEN TO THE PUBLIC TO ADDRESS THE BOARD

None.

CLOSED SESSION

A motion was made by Commissioner Rутtenberg, seconded by Commissioner Kaplan, to adjourn into Closed Session for discussion of Section 2(c)6 – the setting of a price for sale or lease of property owned by the District;

Roll Call:

Aye: Commissioner Bernstein; Commissioner Kaplan, Commissioner Rутtenberg, Vice President Freeman

Nay: None

Absent: President Grossberg

Abstain: None

Motion Carried

The meeting adjourned into Closed Session at 6:38 p.m.

The meeting reconvened into Open Session at 7:09 p.m.

Action From Closed Session If Any

President Grossberg reported that the Park Board of Commissioners met in Closed Session under Section 2(c)6 – the setting of a price for sale or lease of property owned by the District.

No action was taken.

ADJOURNMENT

A motion was made by Commissioner Kaplan and seconded by Commissioner Bernstein and approved by a unanimous vote. The Board Meeting adjourned at 7:09 p.m.

Workshop Meeting Minutes
June 14, 2023

Respectfully submitted,

Roxanne Hejnowski

Roxanne Hejnowski, Assistant Secretary