

**MINUTES OF A FINANCE COMMITTEE MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE PARK DISTRICT OF HIGHLAND PARK HELD ON TUESDAY, FEBRUARY 4, 2020 8:00AM AT WEST RIDGE CENTER IN THE BOARD ROOM, 636 RIDGE ROAD, HIGHLAND PARK, ILLINOIS 60035**

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

**Also, Present:** Executive Director Romes; Director Peters; Director Carr; Director Voss; Director Smith; Director Dunn, Assistant Director Maliszewski; Assistant Director Henriques; IT Manager Johnson; Staff Accountant Rosen; Senior Accountant Warsaw; Accounts Payable Lakoske; Executive Coordinator Hejnowski

**Guest Speaker:** None

October 25, 2019, Finance Committee Meeting minutes were approved. The meeting proceeded with the 2020 budget review.

**2020 Budget**

Director Peters reported the Business Office will be transferring \$300,000 less than previously predicted into capital funds for special recreation projects, due to ADA projects that did not occur in 2019. As a result, the District will have a fund balance of over 15% and will remain compliant. The district has \$7.1million set aside for 2020 capital projects. Executive Director Romes reviewed projects approved in the 2020 budget, noting the District has \$500,000 set aside for master planning projects related to the feasibility study, \$1.2million for Community Park renovations, which does not include additional funding coming from the OSLAD grant, \$500,000 for Moraine Park and the Ravine 10 Pathway renovations, \$1million for playground and field renovations at Sunset Woods Park, \$1.5million for Centennial Ice Arena renovations, \$175,000 towards the locker room renovation at the Recreation Center of Highland Park, and \$50,000 set aside for West Ridge Center to provide additional storage for servers and IT equipment.

Vice President Ruttenberg asked if the District has an anticipated completion date for the Community Park Renovations. Executive Director Romes reported the District is still waiting on the signed agreement from the Illinois Department of Natural Resources (IDNR), so it's anticipated the renovations will be completed in 2021.

Vice President Ruttenberg asked if the District has quotes for repairs at Moraine Park and the Ravine 10 Pathway. Executive Director Romes reported the District has estimates to repair the

pathway to the beach, and an estimate to repair the stairs. The District will further discuss the projects at the March Workshop Meeting.

### **Recreation Center of Highland Park Locker Room Renovations**

Director Carr reported the Recreation Center of Highland Park (RCHP) locker rooms are scheduled for enhancements as part of the 2020 Capital Budget. Many elements and amenities within the current locker room areas are outdated and have met their useful life. Locker room enhancement priorities include the replacement of flooring, lockers, lighting, HVAC, shower tile and shower fixtures as well as the addition of sinks and vanities near the shower areas. Additional amenities have also been identified by a recent RCHP member survey, in which a hot sauna, bath towel service, and additional private/family changing space were identified as newly desired amenities. Locker Room enhancements were budgeted in the Capital Plan at \$175,000. This budget amount was identified to simply replace carpet, lockers, and fixtures. After engaging with RCHP members, Director Carr provided a PowerPoint presentation to review possible and recommended concepts with Park Board Liaisons.

The First concept (concept A) would address all the recommended priorities and amenities, but the estimated cost was \$916,000. Park Board Liaisons felt the District's membership sales could not support the project costs and eliminated this concept as a potential option.

The second concept (concept C) only addresses the recommended aesthetic enhancements since the layout of the locker room will not be altered, so it excludes the recommended amenities. This was the most affordable option, estimating around \$300,000.

The third concept (concept D) addresses the recommended aesthetic enhancements and includes some of the recommended amenities, installation of a hot sauna in both locker rooms, upgrades to the private changing areas and vanities, and flooring replacement. The estimated cost for this concept was \$550,000.

Commissioner Bernstein asked if it's possible to eliminate access to the locker rooms from the County Club. Executive Director Romes reported the estimated cost is \$1.5million.

Vice President Ruttenberg asked if there are funds available to repave the parking lot and repair light fixtures. Executive Director Romes reported the City of Highland Park has money budgeted for 2022. Director Smith reported the estimated cost to repair the parking lot is \$800,000.

Park Board Liaisons approved the third concept (concept D) and asked staff to contact the Architects.

### **Solar Panels**

Director Smith reported over the past several months, staff has investigated the feasibility of installing solar panels at Park District facilities. Several facilities were explored, taking into

consideration roof condition, building orientation and energy usage. Deer Creek Racquet Club was determined to be the most ideal facility, in part because the roof is scheduled to be replaced later this year.

Director Smith reported that staff researched both leasing and purchasing of the solar panels. As part of this process, meetings were held with Alternative Utility Service and Eco-Solar regarding lease options. Staff also worked with Windfree Solar to explore purchase options. In addition, grant funding opportunities were explored, and staff reached out to the Park District of Oak Park to discuss their successful solar projects.

If the District purchases panels for Deer Creek Racquet Club, the estimated cost is \$165,000 for the panels plus engineering costs. The District could see a return on the investment in 5years, but this is difficult to predict. If the District leases panels, there would be no cost to the District, however, the District would have to enter into an energy contract with Realgy for Deer Creek Racquet Club.

Park Board Liaisons recommended the leasing option for Deer Creek Racquet Club and recommended presenting the leasing option at the upcoming Workshop Meeting.

#### **Annual Calendar for Finance Committee**

Director Peters asked if the Park Board Liaisons would be able to meet the first Tuesday of every month at 8:00 a.m. Park Board Liaisons agreed to the proposed dates.

#### **New Items**

Director Peters reported the auction for the Park Bonds is this morning at 10:00 a.m.

The next Finance Committee meeting will be held on Tuesday, March 3, 2020, at 8:00 a.m.

The meeting was adjourned at 9:43 a.m.