

**NOTICE OF FACILITY & RECREATION**  
**COMMITTEE MEETING**  
**Wednesday, April 13, 2022**  
**5:00 pm**

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

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**FACILITY & RECREATION COMMITTEE MEETING AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADDITIONS TO THE AGENDA
- IV. APPROVAL OF THE FACILITY & RECREATION COMMITTEE MEETING MINUTES FROM MARCH 9, 2022
- V. WEST RIDGE PARK AND SITE PROJECT
- VI. OTHER BUSINESS
- VII. OPEN TO THE 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)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

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.

**MINUTES OF A THE FACILITY & RECREATION COMMITTEE MEETING  
OF THE PARK DISTRICT OF HIGHLAND PARK  
HELD ON MARCH 9, 2022 5:01 PM**

**Present:** Commissioner Freeman, Commissioner Bernstein, Vice President Grossberg,  
President Ruttenberg

**Absent:** Commissioner Kaplan

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

**Guest Speakers:** None

**Additions to the Agenda**

None

**Public Comment for Items on the Agenda**

None

**Approval of the Facility and Recreation Committee Meeting Minutes from February 9, 2022**

The minutes from the February 9, 2022 Facility and Recreation Committee were approved.

**Recreation Center of Highland Park Capital Project Planning Update**

Director Carr reported that staff budgeted \$65,000 in 2022 for the Locker Room Renovations at the Recreation Center of Highland Park. This does not cover the full renovations proposed in 2016. Priorities for this project in the order of importance include replace the carpet, lockers, lighting, painting, and tile work and furniture and fixtures in the wet areas. Other previously identified project needs are family changing areas, rework of room flow, and saunas.

Since costs are increasing due to inflation, staff ran some cost estimates to help the Committee determine which priorities need to be addressed. To remove and replace the carpet it would cost \$39,000 - \$48,000. Full replacement of the wood lockers would cost \$180,000 - \$235,000. Replacing the lighting fixtures would cost \$48,000 - \$56,000. Tile and fixtures in wet areas would cost \$100,000 - \$110,000. Painting would cost around \$15,000 - \$20,000. Range for the project would be \$382,000 - \$469,000 range. Back in 2020 estimated costs were \$304,000, approximately a 25-55% increase.

Overall, staff recommends focusing on current amenities, carpet and lockers, that have met useful life. Secondary focus is to identify and improve areas to support utility savings and green initiatives. Third area of focus would be additional aesthetics such as tile work, painting, etc. Lastly, the reconfiguration of the

locker room and family changing along with additional new amenities are unfunded items within the five-year capital plan. During the 2023 budgeting process, staff would bring the revised five-year capital plan to Finance Committee with costs to address the focus areas in priority order. Staff would incorporate all the approved project priorities into a single bid with renovations and replacements occurring in Summer 2023.

President Ruttenberg, Vice President Grossberg, and Commissioner Freeman supports staff recommendation to defer the major renovations since current usage may no longer support the 2016 locker replacement.

Director Carr reported that based on 2022 usage, staff would determine how many lockers would need to be replaced and determine if additional amenities such as a towel service are still necessary.

President Ruttenberg and Commissioner Freeman are not in favor of replacing the current lockers with a wood surface.

Director Carr reported that staff will explore other materials.

Commissioner Bernstein wished the renovations and replacements could occur as originally planned, but due to inflation, he understands and supports staff's recommended approach.

Director Carr reported that staff will present different approaches to this Committee and review those costs with the Finance Committee in 2023.

### **Centennial Ice Arena Building and Site Renovation Project Update**

Manager Schwartz reported that staff are building off the feedback provided at the last meeting regarding the exterior concepts for the entry. Concepts being presented this evening address function, operations, and long-term maintenance.

Heather of Woodhouse Tinucci shared images of the existing entry vs. the proposed concepts. First concept, new fascia, retains the vestibule with the glass box concept, while replacing as much fascia as possible in first phase and then plan for future work of replacing fascia. Would entail keeping natural light and functional overhang, replacing down spouts, repair water proofing or replace entirely, etc. This could be completed in phases, with the entry receiving the enhancements. There would be an additional \$60,000 from the proposed designs.

Second option, new fascia with large canopy, the existing eifs fascia will be replaced with metal screen. Would be an additional \$150,000 from the proposed designs.

Overall, Woodhouse Tinucci is proposing a unique scheme to unify the old with the new.

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Commissioner Bernstein does not support the second option, new fascia with large canopy, however, he would like to address the long-term maintenance issues. He would like to see a schedule addressing long-term maintenance that includes cost estimates for those repairs.

Vice President Grossberg would like to know what is currently in the budget.

Manager Schwartz reported that the canopy is an additional item that was not included in the budget.

President Ruttenberg would like to know if the first option, new fascia, would impress the community.

Heather of Woodhouse Tinucci reported that she would not consider the first option as an iconic image, instead it's a beautiful renovation providing a new look for the entry.

President Ruttenberg is not impressed with the first option suggesting there's little enhancements for the added costs.

Commissioner Bernstein requested that Woodhouse Tinucci supply the District with samples of the materials for the proposed renovations.

Manager Schwartz provided a brief overview of the budget and project costs, which includes the exterior site improvements, entry renovations, and interior renovations. Staff budgeted \$1.9 million. As of January, the cost estimate is \$1.6 million. As of February, the cost estimate is \$3.2 million, causing the project to be over-budget by \$641,677.

Vice President Grossberg would like to know how much the District would be over-budget if they removed aesthetics and only repaired items in need of maintenance.

Manager Schwartz said only if portion of fascia was fixed would be \$700,000 over budget.

Vice President Grossberg would like to know what staff are recommending since the project is \$641,677 over budget.

Executive Director Romes reported that the bids will include alternates to reduce 2022 costs and allow for other repairs to be addressed in the future.

Manager Schwartz reported that alternate option 1 excludes repairs for the north parking lot for a \$330,484 savings. Alternate option 2 excludes repairs for the north parking lot and only permits partial drainage improvements.

Commissioner Bernstein requested that the committee select an option and discuss how to fund that project in the Finance Committee since items in the 5-Year Capital Plan will need to be shifted.

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Manager Schwartz would like to know if staff should pursue an overhang.

The Committee supports the second option, New Fascia with Large Canopy.

Manager Schwartz reported that the project is now behind schedule. Hoping to start construction in June. Will likely start construction in July. Hoping to submit for a permit in April.

**Other Business**

None.

**Open to the Public to Address the Board**

None.

**Adjournment**

The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary



# Memorandum

**To:** Facility and Recreation Committee

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

**Date:** April 13, 2022

**Subject:** **West Ridge Park and Site Project**

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## **Summary**

At the Board Meeting on February 23, 2022, the Park District Board of Commissioners approved authorization to enter into a professional services agreement with Holabird and Root for conceptual planning. Their first task is visioning and strategic planning services. The objective is to re-establish the West Ridge Center vision and alignment with the GreenPrint Master Plan and the Sports Fields Master Plan. To do this, Holabird and Root's first step is to meet with internal stakeholders. Over the past two weeks, Holabird and Root met with managers, supervisors, teachers and instructors.

Holabird and Root will lead a visioning program workshop with the Park District Board of Commissioners.