

NOTICE OF FACILITY & RECREATION
COMMITTEE MEETING
Wednesday, July 20, 2022
5:00 pm

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

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 JUNE 15, 2022
- V. 2022 HELLER NATURE CENTER EXHIBITION FABRICATION AND INSTALLATION BID
- III. WEST RIDGE PARK AND SITE PROJECT
- IV. CENTENNIAL ICE ARENA UPDATE
- 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 JUNE 15, 2022 5:03 PM**

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

Absent: None

Also, Present: Executive Director Romes; Director Voss; Director Peters; Director Carr; Director Gogola; Assistant Director Murrin, Assistant Director Maliszewski, Manager Schwartz; Coordinator Hejnowski

Guest Speakers: Eric Risinger, Managing Partner of Operations and Business Development, Holabird & Root

Additions to the Agenda

None

Public Comment for Items on the Agenda

None

West Ridge Park and Site Project

Manager Schwartz reported that 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 and with Gilbane Construction Company for preliminary pre-construction services. The project team has been meeting weekly since March.

Manager Schwartz reported that staff and Holabird and Root are working on a deliverable program book that will guide schematic design, which staff are intending to present to the Park Board of Commissioners in July. Manager Schwartz introduced Eric Risinger, Managing Partner of Operations and Business Development, Holabird & Root to lead tonight's discussion.

Mr. Risinger reported that tonight's discussion will provide a quick overview of the site zoning analysis findings, a visioning overview of the programming workshops, and an overview of the integrated program based on requests from staff. This is a draft form, so everything discussed this evening is subject to change.

Zoning Analysis – Review of Findings

Mrs. Dickson reported that there are three zones on the site, one is owned by the school district, whereas the two other parcels are owned by the Park District. The two parcels combined are 13.3 acres in a residential zone. Holabird and Root recommend rezoning from a residential to a PA public zoning district.

Commissioner Bernstein would like to see the building envelope to better understand where the location of the new building will be constructed on the site.

Mr. Risinger reported that the building envelope is not included in tonight's presentation but will be shared in the future.

Commissioner Bernstein reported that part of the 2024 GreenPrint Plan is to rezone the District's larger parks from residential to PA public zoning districts.

Program Workshop and Visioning Overview

Mr. Risinger shared a draft document outlining programming spaces for the entire building, based on initial requests, new programming requests, and integrated programs. The existing facility is just under 45,000 square feet. Holabird and Root and Gilbane are proposing 40,647 square feet for the new facility and considering a second level.

Commissioner Bernstein would like to know if the facility could be expanded in the future.

Mr. Risinger reported that Holabird and Root and Gilbane are considering future growth when creating draft designs for the new facility.

Commissioner Ruttenberg would like to know if the new facility will have a sub-level (basement).

Mr. Risinger reported that additional levels, both sub and second levels are being considered for the new facility.

Commissioner Ruttenberg requested adding a sub-level and separate entrances for children and adults if permissible.

Mr. Risinger that Holabird and Root are considering a main and secondary entrance for added security for ParkSchool.

Commissioner Ruttenberg would like to know if the multiuse spaces can accommodate 100 people.

Mr. Risinger reported that Holabird and root are exploring multiuse spaces that can accommodate 100 people or more, for example they are considering adjacent spaces with shared walls so that room sizes could expand.

Commissioner Bernstein requested that the new facility have includes extra storage space.

Mr. Risinger reported that Holabird and Root are exploring way to introduce high-density storage space.

Commissioner Ruttenberg would like to know if the restrooms will be accessible from ball fields and outdoor amenities.

Mr. Risinger reported that Holabird and Root are exploring options so that restrooms will be accessible from the ball fields and outdoor amenities.

Commissioner Ruttenberg would like Holabird and Root to explore the idea of adding locker rooms.

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Mr. Risinger reported that tonight's discussion is in draft form and subject to change so the program will evolve with design integration.

Commissioner Bernstein would like Holabird and Root at the next meeting to present solutions for potential concerns neighbors may have so he can better understand how the new facility will integrate into the neighborhood.

Mr. Risinger thanked the Park Board for their feedback.

Other Business

None.

Open to the Public to Address the Board

None.

Adjournment

The meeting adjourned at 6:01 p.m.

Respectfully submitted,

Roxanne Hejnowski, Assistant Secretary



Memorandum

To: Facility and Recreation Committee

From: Jessica Reyes, Heller Nature Center Manager; Chris Maliszewski, Assistant Director of Recreation and Facilities; Jeff Smith, Director of Planning and Projects; Brian Romes, Executive Director

Date: July 20, 2022

Subject: **2022 Heller Nature Center Exhibition Fabrication and Installation Bid**

Summary

The Park District of Highland Park received two (2) sealed bids on Wednesday, June 8, 2022, for materials and labor to complete the 2022 Heller Nature Center Exhibition Fabrication and Installation Project. Heller's exhibit was originally installed in 2006 and has suffered damage and wear and tear. In addition to repairs being made to existing elements, Heller will be adding an educational mural around the existing aquarium, an interactive food chain panel, a hands-on learning table, and convert our existing vernal pond exhibit to a static educational panel and change our Prairie root exhibit to become more interactive. The intent of the project is to enhance the patron experience, educate the community on natural areas, and to encourage patrons to take what they've learned inside and apply it to their hike through the Heller Nature Center grounds. Heller Nature Center has increased revenue in the past two years and continues to see an increase in daily visitors. The exhibit is a beloved space to all who come as it's an environment to explore, learn and appreciate the natural world. The project is scheduled to take place from July 18 through October 3, 2022.

Bid Results

<i>Company</i>	<i>Total Base Bid</i>
Taylor Studios Inc.	\$121,904.00
Wilderness Graphics Inc.	\$91,943.86

The low bidder is Wilderness Graphics Inc. This contractor has favorable references working with nature centers, state organizations and conservation districts.

Budget Impact

Total Approved Budget	\$55,378
Bid Recommendation	\$91,943.86
Anticipated Amount Over Budget	\$36,565.86

The budget overage is due to significant increase in materials costs, such as, lumber and acrylic.

Recommendation

Staff recommends consensus from the Facility and Recreation Committee to request approval from the Park Board of Commissioners at the July 27, 2022 Regular Board Meeting to accept the total base bid from Wilderness Graphics, Inc. for the 2022 Heller Nature Center Exhibition Fabrication and Installation Bid and authorize the Executive Director to enter into an agreement in the amount of \$91,943.86.



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: July 20, 2022

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

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 and with Gilbane Construction Company for preliminary pre-construction services. The project team has been meeting weekly since March.

Staff will present a progress update to the Facility and Recreation Committee, discuss next steps and review an anticipated timeline.



Memorandum

To: Facility and Recreation Committee

From: Jeff Smith, Director of Planning and Projects, Brian Romes, Executive Director

Date: July 20, 2022

Subject: **Centennial Ice Arena Update**

Summary

At the June 22 Finance Committee Meeting, staff reported that the ice rink at Centennial Ice Arena has been experiencing some issues. Staff have been working with the engineering firm that designed the new compressor system to attempt to resolve these issues. Once the ice was removed this June, further issues were found. Staff recommended that a formal, independent engineering assessment be conducted before the ice rink reopens for use. At the June 29 Regular Meeting, the Park Board of Commissioners approved a contract with Wiss, Janney, Elstner Associates to investigate the issue and determine the cause, risk, and potential solutions. Staff will provide an update on this investigation.

Recommendation

The Park Board of Commissioners of the Facility and Recreation Committee will consider a motion to approve an emergency repair option for the ice rink at Centennial Ice Arena.