

**MINUTES OF A THE FINANCE COMMITTEE MEETING
OF THE PARK DISTRICT OF HIGHLAND PARK
HELD ON JUNE 20, 2023, 8:02 AM.**

A motion was made by Commissioner Ruttenberg and seconded by Commissioner Bernstein to allow Vice President Freeman to participate by electronic means.

Present: Commissioner Bernstein, Commissioner Ruttenberg, Vice President Freeman

Absent: None

Also, Present: Executive Director Romes; Deputy Director Carr, Director Peters, Director Smith, Director Voss, Director Gogola, Manager Ochs, Manager Schwartz, , Manager Kutscheid, Manager Baczek, Manager Reyes

Guest Speaker: None

Additions to the Agenda

None.

Holabird and Root Design Contract for West Ridge Center

Manager Schwartz reported that the Park Board of Commissioners approved 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 at the June 14, 2023 Workshop Meeting. A grant application was submitted to the Illinois Department of Natural Resources. Architects Holabird and Root developed a design contract for a new community center at West Ridge Park. She reviewed the design contract, noting that the design contract includes a concept master plan, which will be constructed in phases as funding becomes available. She reminded the Committee that the project is estimated at \$16.2 million and a PARC 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.

Commissioner Ruttenberg would like to know what is included in the \$21 million estimate for the master plan concept.

A cost breakdown of the \$21 million estimate for the master plan concept will be shared with the Finance Committee.

Commissioner Bernstein would like staff to revisit the Athletic Fields Master Plan, and see what funds are set aside, suggesting those funds may want to be used for the fields at West Ridge Park. Staff will investigate and provide an update.

Commissioner Bernstein requested that staff track and include a breakdown of contingency costs when providing project updates.

Lastly, she reviewed the project timeline, noting that construction would begin in the Fall of 2024 and is estimated to take 18 months.

Commissioner Bernstein requested that staff follow up with the City of Highland Park regarding zoning for this project, to allow them time to prepare their council.

Park Avenue Breakwater and Boat Ramp Project Financial Update

Director Smith reported that the project was estimated at \$2.64 million. Since the project is nearing completion, staff are estimating the total project costs at \$2.63 million, for \$8,322 savings. The savings are contributed to community donations and the \$200,000 Boat Access Area Development grant funds from the Illinois Department of Natural Resources.

Park Avenue Beach and Boating Facility Financial Presentation

Manager Pierce compared the budgeted figures for storage and launch sales vs actual, along with the targeted figures for 5 and 10-year loyalty figures vs the actual. The actual loyalty figures are slightly less than targeted.

Assistant Director Acevedo compared the budgeted parking figures vs actual for Park Avenue Beach, Rosewood Beach, and Moraine Beach. Actual sales for Park Avenue are less than budgeted, this is due to the site not being fully operational. Revenues are anticipated to include once the Park Avenue Breakwater and Boat Ramp Project is completed.

Director Peters reviewed the Park Avenue sub-fund, to see if the facility is still trending to pay off the \$2 million debt issuance. Staff anticipates in 5 years the deficit spending will decrease and flip to a positive fund balance.

Commissioner Ruttenberg would like to review the Annual License Agreement with the North Shore Yacht Club in the Fall before the agreement is renewed.

Purchase of the ABI Force Z-23 From Sole Source

Director Voss reported that staff would like to replace the Turfco T300 with the ABI Force Z-23. In addition to fulfilling the work of the current Turfco, the ABI Force has the versatility with attachments to increase functionality such as slit aerating and ballfield grooming. There is \$35,000 budgeted in this year's capital plan and \$20,000 budgeted in the 2024 capital plan to cover the purchase and remove a future ballfield groomer replacement from the five-year capital plan.

Staff received consensus from the Finance Committee to place the sole source purchase on the consent agenda for the June 28, 2023 Regular Meeting.

June 2023 Bid Results

A. Recreation Center of Highland Park Gym Floor Refinish

Director Smith reported that the Park District did not receive any bids. Staff will reissue the bid. Staff does not anticipate any impact on the Recreation Center of Highland Park.

B. Hidden Creek AquaPark Pool Shell Replacement

Director Smith reported that the Park District did not receive any bids last year for this project, so facilities staff have spent \$15,000 in maintenance to ensure the pool would be operational this summer. Staff issued another bid to replace the pool shell and the Park District received one bid, which is \$54,050 over budget. While the project is over budget, staff are recommending the Park Board of Commissioners approved this bid from Aqua Blue Pools, Inc at the June 28, 2023 Regular Meeting.

The Finance Committee supports staffs recommendation, however, they asked that this item be placed under Unfinished Business so the project could be presented to the entire Park Board of Commissioners.

Other Business

None.

Open to the Public to Address the Board

None.

Adjournment

The meeting adjourned at 9:13 a.m.

Respectfully submitted,



Roxanne Hejnowski, Assistant Secretary