

**The City of Lake Forest
Parks and Recreation Board
Meeting Minutes
October 16, 2018**

I. Call to Order

The Parks and Recreation Board Meeting was called to order by Chairman Charlie Kohlmeyer at 6:30p.m. The following were present:

Board Members: Mr. Charlie Kohlmeyer
Mr. Paul Best
Mr. Rich Adams
Ms. Nancy Duffy
Ms. Melanie Walsh
Mr. Steve Reimer
Mr. William Zordani, Student

Staff: Ms. Sally Swarthout, Director of Parks and Recreation
Mr. Joe Mobile, Superintendent of Recreation
Mr. Chuck Myers, Superintendent of Recreation
Ms. Dani Spann, Administrative Assistant
Mr. Anthony Anaszewicz, Athletics Program Manager
Mr. Aaron Dalzot, Lakefront Program Manager

II. Approval of Minutes

Meeting minutes of the September 18, 2018 Park & Recreation Board Meeting were presented and approved.

Board member Best motioned for approval of the minutes and Board member Adams seconded. The minutes were then unanimously approved.

III. Opportunities for the Public to Address the Board on Items not listed on the Agenda

No comments

IV. Approval of Waveland Park Playground Expansion and Surfacing

Superintendent Chuck Myers is requesting to expand and surface the Waveland Park playground. The request is to expand the bay, add an expression swing, and put in poured in place surfacing. The poured in place surfacing has proven to be less maintenance and offers a safer surface for the playground. Some of this work will be able to be done in-house.

A motion was made by Board member Duffy to approve a contract with NuToys Leisure Products for the purchase of additional swing bay equipment and installation of Poured-in-Place surfacing material at Waveland Park, for a total for \$48,167. An additional \$1,833 (4%) contingency is also requested, for a grand total of \$50,000. The motion was seconded by Board member Best. The motion passed.

V. Approval of FY20 Golf Fees

Superintendent Chuck Myers gave a brief recap of the FY19 and FY20 golf fees and requested changes. Kemper Sports is requesting a ceiling increase on the weekend and weekdays, an increase in the nine hole cart fee and the driving range prices, in addition to a small increase in all membership categories.

A motion was made by Board member Reimer to approve the Proposed FY20 Fees. The motion was seconded by Board member Best. The motion was passed.

VI. Approval of FY20 Fitness Fees

Superintendent Joe Mobile gave a brief review of the recommended FY20 Fitness Center Fees. They are asking to increase all resident and non-resident membership fees by an adjusted 4%. They would like to continue to offer the month to month option, the three month membership option as summer promotion and the one month option over the holiday season. Board member Reimer asked if going forward the layout of fee charts remain consistent throughout the departments. It was brought up to include next year the opportunities to improve on and how we compare competitively.

A motion was made by Board member Walsh to approve the Proposed FY20 Fees and to proceed to City Council for approval. The motion was seconded by Board member Duffy. The motion was passed.

VII. Approval of FY20 Permit Fees

Athletics Program Manager, Anthony Anaszewicz and Lakefront Program Manager, Aaron Dalzot gave a brief recap of the proposed FY20 Pavilion Rental Fee increases. Staff is recommending increasing all pavilion rental fees by \$25.00 and increasing the South Beach upper lot parking passes to \$10.00.

A motion was made by Board member Best to approve the Proposed FY20 Pavilion Rental Fees. The motion was seconded by Board member Duffy. The motion was passed.

VIII. Approval of FY20 Lakefront Fees

Program Manager Aaron Dalzot went over the Lakefront permit proposed fees for FY20. Staff is recommending a 4% increase in resident and non-resident permit fee categories with an exception to the Nanny and Caregiver parking pass, Resident Guest Daily parking pass and the Non-resident Daily Boat Launch. Staff is also requesting to raise non-resident walk in fees from \$10.00 to \$15.00.

Board member Reimer brought up the marketing and communications efforts used to promote programs offered. He also mentioned staff has done a phenomenal job over the last year.

A motion was made by Board member Best to approve the Proposed FY20 Lakefront Fees. The motion was seconded by Chairman Kohlmeyer. The motion was passed.

IX. Capital Improvement Projects Discussion

Superintendent Chuck Myers and Superintendent Joe Mobile briefly went over their recommended projects from the Parks and Public Land Fund.

1. Forest Park Path Extension (\$300,000)

Mr. Myers presented a plan drawing showing ADA compliance. City Council agreed to move forward with the design and recommended looking into grants. A second design concept was shown with a gravel path and not in ADA compliance. They are anticipating starting this project in November. Superintendent Myers brought up the idea of on an ADA compliant boardwalk on the North end of the beach. Concerns of a parking area for the boardwalk were discussed. These designs are simply ideas and will be discussed in more detail at a later date.

2. West Park Sidewalk Addition (110,000)

Superintendent Myers went over a project for the West Park sidewalk addition. There are four different options adding concrete access to the park. The total amount to complete all four options is \$110,000. The four options range from \$25,000 to \$30,000 each.

3. Deerpath Golf Course Bridge (\$75,000)

Superintendent Myers talked about the Deerpath Golf Course Bridge at Hole 4 needing replacement after the damaging impact of the flooding. The bridge was reset last year in hopes to get several more years use, but is still in need of greater improvement. This project is eligible for the Parks and Public Land fund. After receiving pricing this is an estimated \$75,000 cost to improve the bridge.

4. South Park Improvements (\$80,000)

Superintendent Myers talked briefly about South Park improvements. We have applied for the Open Space Land Acquisition and Development Grant (OSLAD) to help with funding on some of these projects. It is still in the approval process and can take four to six months. The items included in the improvements will be:

- 2 tennis/pickleball courts
- 1 basketball court
- 1 fitness equipment area (3 pieces with PIP surfacing)
- 1 batting cage
- 1 bocce court
- ADA trail connection to June Terrace and to parking lot
- Trail loop section to south end of park
- Woodland/wetland restoration with limestone trail and interpretive signage

The funding breakdown is as follows for South Park.

\$150,000	FY2019 Budgeted for tennis/basketball courts from Parks & Public Land Fund
\$80,000	FY2020 Proposed for Parks & Public Land Fund
\$40,000	FY2020 Proposed for Special Recreation Fund
<u>\$10,000</u>	FY2020 Proposed for Operating Fund (Sports Field Improvement)
\$280,000	
<u>\$280,000</u>	Matching funds from OSLAD
\$560,000	Total Project Cost (includes Design and Construction)

The question raised on the completion of this project. Mr. Myers replied the goal is to have these improvements implemented by next summer. Small discussion followed on moving forward with or without the approval of the OSLAD grant and the Parks and Public Land funds available. A conversation on the Master Plan process followed.

Open Lands Park (\$200,000)

Superintendent Joe Mobile gave a brief overview of the Open Lands Park project. We are waiting for the paperwork to be finalized. The Master plan has been designed with the improvements. Staff will be doing as much work in-house as possible to help with costs. We will begin with the park entrance redesign, an interactive fountain, tree removal and invasive plants. Next fiscal year we would like to continue with the remaining improvements to include the lighted pathways, raised planting beds, wooded path build and woodland features with natural play and music play. \$200,000 has already been budgeted in the Parks and Public Land Fund from this fiscal year. Staff is requesting an additional \$200,000 from FY2020. Another community session will be held to view the Master Plan and come up with ideas for naming the Park.

A discussion took place between staff and board members regarding the prioritization of the Capital Fund items.

The final outcome was:

- Deerpath Golf Course Bridge Replacement (\$75,000)
- South Park Improvements
- Open Lands Park
- West Park Sidewalk Addition

X. Comments by Director

North Beach Access Road Update

Director Swarthout gave an update on the North Beach Access Road Ravine. Keno is busy restoring the ravine to make it functional. We are currently waiting on two pieces being made. Once these are placed they will be able to complete the work with a target completion date of December 2018 for this particular project. In 2017 the City hired AECOM to conduct a bluff monitoring and slide risk evaluation of the beach. AECOM developed a grid showing the high risk/moderate and watch target areas. Director Swarthout mentioned City Council approved Project Option 3A to include moving the road out. She presented a slide showing the construction area and how this will impact the beach for next year. Ms. Swarthout went over the areas closed for the summer. Parking will be in the South Lot next year. Staff will be bringing forward to the Park Board their plan for managing operations in the upcoming beach season. The construction timeline has an estimated construction completion date of July 18, 2019.

Elawa Farm Update

An updated Master Plan and Special Use & Operating Agreement is going before the Zoning Board of Appeals (ZBA). We are anticipating our final meeting on Tuesday night. The ZBA will then pass on their recommendation to City Council. The Operating Agreement will go before the Property and Public Land Committee on November 6th. We are hoping by December to have an idea of a Master Plan and Operating Agreement that will allow the two entities to work in the same space. This will not include adding any construction at this time.

Kinderhaven Update

Director Swarthout reported there are extremely promising opportunities for Kinderhaven to expand. She will be able to provide more details at the next Board meeting.

Upcoming Events

Director Swarthout went over some of the exciting upcoming events scheduled for October and November.

1. Scarecrow Build-Off Contest – October 20th from 1:00pm – 3:00pm at Northcroft Park
2. Haunted Trail Walk – October 20th from 7:00pm – 9:00pm at Northcroft Park
3. Croctoberfest – October 22nd from 10:00am – 3:00pm at Wildlife Discovery Center
4. Halloween Tricks & Treats - October 26th from 5:00pm – 7:30pm at Lake Forest Recreation Center
5. Holiday Boutique –November 15th - November 17th from 10:00am – 5:30pm at Lake Forest Recreation Center
6. Annual Christmas Tree Lighting Ceremony- November 23rd from 1:00pm – 5:00pm at Market Square

XI. Comments by Board Members

Board member Reimer asked how Oktoberfest went. Superintendent Mobile answered the Oktoberfest was very successful this year and had a couple thousand participants. The downtown location was a big hit. It was requested to cancel the November meeting and consolidate the November/ December meeting and move to December 4th.

XII. Adjournment

Board member Reimer motioned for adjournment and Board member Best seconded. The meeting was adjourned at 8:40p.m.

Respectfully Submitted
Dani Spann
Administrative Assistant