

**The City of Lake Forest
Parks and Recreation Board
Meeting Minutes
September 13, 2022
Municipal Services Building**

I. Call to Order

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

Board Members: Mr. Marc Silver
Mr. Timo Berger
Mr. Kevin Carden
Mr. Mark Gorman
Mr. Patrick Marshall
Ms. Kaci Spirito

Staff: Ms. Sally Swarthout, Director of Parks and Recreation
Mr. Joe Mobile, Superintendent of Recreation
Mr. Chuck Myers, Superintendent of Parks, Forestry & Special Facilities
Ms. Dani Spann, Administrative Assistant
Mr. Jason Busdeker, Facilities Manager
Mr. Patrick O'Donoghue, KemperSports Management
Mr. Anthony Anaszewicz, Athletics Program Manager
Mr. Aaron Dalzot, Lakefront Manager

II. Approval of Minutes

Meeting minutes of the July 19, 2022 Parks & Recreation Board Meeting were presented and approved.

Board member Gorman motioned for approval of the minutes and Board member Carden seconded. The Board meeting minutes of May 17, 2022 were then unanimously approved.

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

No public in attendance

IV. Fitness Center Fees Discussion

Jason Busdeker, Facility Manager, brought to the Board for discussion, the Staff recommended FY24 fees with an increase of 3%. This revenue projection increase is based on current memberships. Currently, there are 254 memberships, including an additional 97 memberships with the Silver Sneakers program. The numbers are about 50-60% to where they were pre-Covid. The Fitness Center continues to run the 1-, 2-, and 3-month membership options. There has been an increase in the short-term memberships since 2019.

Mr. Busdeker talked about an upcoming Fall Fitness Fest being held on Saturday, September 24th to help drive membership and reach out to all residents. Lengthy discussion followed on marketing strategies, membership drive and rate comparison in the area. Our rates are lower in most levels

and compared to private sectors our rates are quite a bit lower. Members discussed increasing fees more than 3%.

V. Golf Course Fees Discussion

Patrick O'Donoghue, KemperSports Management, went over the recommended fee increase for FY24. Factors for the increase are based on utilization and surrounding facilities. Slight increase in most popular membership categories. Dynamic pricing and ceiling rates help when figuring rates. Discussion on dynamic pricing followed. A price increase was seen in the Range Balls Category and Golf Carts. Members suggested offering a college student rate for a specific time slot in the afternoon. Autonomous vehicles were discussed to bring to Deerpath Golf Course. Short conversation on ideas to increase utilization of facilities during the winter months followed.

VI. Pavilion Rental Permit Fees Discussion

Anthony Anaszewicz, Athletics Program Manager, presented for discussion the Park and Lakefront Pavilion Permit Fees for FY24. Staff is recommending fees remain the same for FY24 Park Pavilion Permits and to reassess next year for FY2025.

VII. Lakefront Fees Discussion

Aaron Dalzot, Lakefront Manager, presented for discussion the staff recommendation of a 3% increase in the majority of resident and non-resident permit fee categories. Staff is recommending an increase to the Year-round Watercraft Rack Storage for Non-residents and to the Seasonal Watercraft Rack Storage for Non-residents. Staff recommends the fees remain constant for FY24 in the following categories: Nanny and Caregiver Parking Pass (\$85), Resident Guest Daily Parking Pass (\$15), Non-resident Beach Access Fee (\$25), and the Non-resident Daily Boat Launch (\$80). Staff also requests keeping the Non-resident Daily Pass use restrictions in place. Discussion followed on the attendance numbers and using more analytics with the current app.

VIII. Update on Beach Sand Restoration Project

Chuck Myers, Superintendent of Parks and Forestry, gave an update to the Board on the Beach Sand Restoration Project starting with a project history and tentative plan. Mr. Myers talked about the profile study completed and the comparable water levels over the years. The project includes bringing 4850 cubic yards of new sand into Cell #1. Approximately 240 truckloads of sand will be delivered to the beach. Staff went out to bid for the project and received two proposals below. John Keno & Co, Inc. came in with the lower bid and was awarded the contract. The plan is to start the project in October 2022. The estimated time frame to have this completed is two weeks. The Public Works Committee recommended to City Council the approval of \$258,363 with a 4% contingency in the amount of \$10,000, for a total of \$268,363.

Firm	Proposal \$
John Keno & Co, Inc.	\$258,363
Misfits Construction	\$277,300

IX. Update on Deerpath Community Park Synthetic Turf Field

Chuck Myers, Superintendent of Parks and Forestry gave a high-level overview of the progress on the Deerpath Community Park synthetic turf field. An internal advisory group was created by the City Manager, including Hitchcock Design Group and other firms working on the project. The Group

has met 3 times and put together recommendations for site design, field products and field size design. The design status is at 50%.

Superintendent Myers touched on the recommendations of the Advisory Group and presented a slide with the layouts and talked about some key features and retention needs. Field size was discussed within the Advisory Group, and they all agreed on the 9.5-acre synthetic field layout and the criteria used to evaluate options for the turf field materials. The City supports the long-range conceptual vision plan with projects being done in phases. Short discussion followed on the varieties of turf field material. The hope is to have the construction phase completed by August of 2023.

X. Director Comments

Joe Mobile, Superintendent of Recreation, updated the Board on Veterans Park. The construction part is complete and a ribbon cutting ceremony will be held at a later date. Staff is currently working with The American Legion on a Veteran's memorial. Staff is working on getting approval from the Historic Preservation Commission (HPC) to proceed with the memorial. If approval is granted from the HPC, there will be a celebration on Memorial Day of 2023.

Director Swarthout informed the Board members of upcoming programs and events

- 2022 Friends of Lake Forest Library Book Sale- September 15-18 at the Lake Forest Rec Center
- GO Lake Forest Fall Events- South Park Nature Walk, Haunted Trail Walk, Cemetery Walk & Tour, Lake Forest College Walk & Tour
- Haunted Trail Walk- October 1st at 7pm at Northcroft Park
- Croctoberfest- October Sundays from 11am – 1pm at the Wildlife Discovery Center
- Scarecrow Build-Off- October 15th from 1pm – 3pm at the Lake Forest Rec Center Gym
- Halloween Tricks & Treats- October 28th from 5pm – 7pm at the Lake Forest Rec Center Gym

XI. Board Member Comments

Chairman Silver thanked the Staff and Board members for all they do to serve the Community.

XII. Adjournment

Board member Spirito motioned for adjournment and Board member Marshall seconded. The meeting was adjourned at 9:39p.m.

Respectfully Submitted
Dani Spann
Administrative Assistant