

PARKS AND RECREATION BOARD
TUESDAY, FEBRUARY 15, 2022
6:30PM
REMOTE ACCESS MEETING

AGENDA

Please be advised that all of the Parks and Recreation Board members will be remotely attending this Parks and Recreation Board meeting by electronic means, in compliance with the recent amendments to the Open Meetings Act. The Chairman of the Parks and Recreation Board has determined that it is not prudent or practical to conduct an in-person meeting due to the COVID-19 pandemic, and that it is not feasible to have the Board members or members of the public physically present at the meeting due to the pandemic disaster.

The Parks and Recreation Board will be providing members of the public the opportunity to watch and listen to the meeting remotely, as well as provide public comment at the meeting, by following the public audience link and dial-in number which will provide both video and audio means to attend the meeting.

Public audience link:

<https://us02web.zoom.us/j/85372617835?pwd=eIVQMVIkL0VCMFUra2Vtdm1LZEtBQT09>

Webinar ID: 853 7261 7835

Passcode: 1861

Public Comment: 847-810-3544

I. CALL TO ORDER & ROLL CALL

_____ Paul Best, Chairman
_____ Kevin Carden
_____ Nancy Duffy

_____ Patrick Marshall
_____ Marc Silver
_____ Kaci Spirito

II. *APPROVAL OF MINUTES

- i. Approval of minutes of the January 11, 2022, Parks and Recreation Board Meeting

III. OPPORTUNITY FOR CITIZENS TO ADDRESS THE PARKS AND RECREATION BOARD ON NON-AGENDA ITEMS

IV. *APPROVAL OF TOWNLINE PARK SPLASH PAD- Presented by Chuck Myers, Superintendent of Parks, Forestry and Special Facilities

V. COMMENTS BY DIRECTOR

VI. COMMENTS BY BOARD MEMBERS

VII. ADJOURNMENT

***ACTION ITEMS**

**The City of Lake Forest
Parks and Recreation Board
Meeting Minutes
January 11, 2022
Zoom Remote Meeting**

I. Call to Order

The Parks and Recreation Board Meeting was called to order by Chairman Paul Best at 6:30p.m. The following were present via Zoom meeting:

Board Members: Mr. Paul Best
Mr. Marc Silver
Ms. Kaci Spirito
Mr. Patrick Marshall
Mr. Kevin Carden
Ms. Nancy Duffy

Staff: Ms. Sally Swarthout, Director of Parks and Recreation
Mr. Joe Mobile, Superintendent of Recreation
Mr. Chuck Myers, Superintendent of Parks, Forestry & Special Facilities
Mr. Aaron Dalzot, Lakefront Manager
Mr. John Eldridge, Program Manager
Ms. Dani Spann, Administrative Assistant

II. Approval of Minutes

Meeting minutes of the October 19, 2021 Park & Recreation Board Meeting were presented and approved.

Board member Duffy motioned for approval of the minutes and Board member Spirito seconded. The Board meeting minutes of October 19, 2021 were then unanimously approved by roll call with 6 yeas and 0 nays.

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

None

IV. Spotlight on Recreation Department Special Events

John Eldridge, Program Manager, along with Aaron Dalzot, Program Manager, spoke to the Board about special events held over the last year. Staff were able to offer fun, community events while still maintaining the safety guidelines of the CDC. All events over the last year were very successful with great feedback from participants. Mr. Dalzot touched on the summer concerts at the beach and noted that food trucks will now be allowed at events. A big thank you was given to the Parks and Forestry staff for helping with everything and to the Lake Forest College volunteers that helped with the popular Halloween Event. Staff is excited for new events coming up. Board members thanked Staff for doing a great job over the last year in light of Covid.

V. FY2023 Forest Park Grounds Maintenance Contract Approval

Chuck Myers, Superintendent of Parks, Forestry and Special Facilities, presented to the board a brief background of Forest Park. On December 1, 2021, staff conducted a bid opening process to include the mowing and extensive grounds maintenance services at Forest Park. One bid was received from Mariani Landscape Inc. in the amount of \$51,958. Staff recommends awarding the contract to Mariani Landscape Inc. for FY2023 with a three-year option in the bid process that provides the City the right to extend or rebid the contract after the first season. Brief discussion followed on the use of auto mowers at Forest Park.

Requested Action: *City Staff requests approval to enter into a contract with Mariani Landscape for Grounds Maintenance Services at Forest Park in the Parks FY2023 Budget, for an amount not to exceed \$51,958.*

A motion was made by Board member Silver to approve the Proposed FY23 Forest Park Grounds Maintenance Contract, and to proceed to City Council for approval. The motion was seconded by Board member Duffy. The motion passed with a roll call of 6 yeas and 0 nays.

VI. FY2023 City-wide Grounds Maintenance Contract Approval

Chuck Myers, Superintendent of Parks, Forestry and Special Facilities went over the City-wide Grounds Maintenance Contract and the areas included in the contract. Landscape Concepts Management was awarded the bid last year with the ability to be renewed each year for a total of 3 consecutive years. Staff is satisfied with their work and recommend renewing with Landscape Concepts Management for FY2023, for an amount not to exceed \$177,846.

Requested Action: *City Staff requests approval to enter into a contract with Landscape Concepts Management for City-wide Grounds Maintenance Services for FY2023, for an amount not to exceed \$177,846.*

A motion was made by Board member Duffy to authorize approval to enter into a contract with Landscape Concepts Management for City-wide Grounds Maintenance Services for FY2023, for an amount not to exceed \$177,846. The motion was seconded by Board member Marshall. The motion passed with a roll call of 6 yeas and 0 nays.

VII. Veteran's Park Update

Chuck Myers, Superintendent of Parks, Forestry and Special Facilities and Joe Mobile, Superintendent of Recreation gave a brief update on Veteran's Park. Superintendent Myers touched on the work that has been done to date. Underground work with draining has been completed. The construction plan began in September. An estimated completion date is May 2022 with a grand opening on Memorial Day 2022.

Superintendent Joe Mobile talked about working with the American Legion to design and build a memorial monument. The American Legion plans to have a project fundraising campaign with the goal to raise around \$300,000 to cover costs for the monument. Anticipated dedication of the monument is Memorial Day of 2023. Board member Duffy inquired about having brick pavers as a memorial option. Mr. Mobile replied it is difficult to maintain inscribed brick pavers. Discussion on the flagpole and lighting followed.

VIII. Comments by Director

Director Swarthout reminded the Board about the upcoming Athletic Fields Community Workshop on February 17th at Deerpath Middle School. Board member Duffy congratulated Director Swarthout and staff for the new building for NSSED. Ms. Swarthout also informed the Board of the upcoming programs and local events.

- Lake Forest Fitness Membership specials until January 31, 2022
- Merry Grinchmas 2- Silver Holiday Coin Treasure Hunt- January 15, 2022 start date
- Kinderhaven Preschool Academy Open House- January 15th from 2pm – 4pm
- Daddy & Daughter Princess Ball- February 5th at 6pm at Dickenson Hall Great Room

IX. Board Member Comments

Chairman Best thanked Director Swarthout for the reminder of the upcoming meetings.

X. Adjournment

Board member Duffy motioned for adjournment and Board member Carden seconded. The meeting was adjourned at 7:56p.m.

Respectfully Submitted
Dani Spann
Administrative Assistant

SUBJECT: Approval for an Advancement of Fiscal Year 2023 Capital Funding for the Purchase and Installation of a Splashpad at Townline Park, to Landscape Structures, Inc., in the Amount of \$300,000.

STAFF CONTACT: *CHUCK MYERS, SUPERINTENDENT OF PARKS AND FORESTRY, 810-3565*

PURPOSE AND ACTION REQUESTED: City Staff requests approval to award a contract with Landscape Structures, Inc., for \$300,000 to purchase and install a splashpad structure at Townline Park, as included in the FY2023 Parks & Public Lands Fund C.I.P. If the contract is approved by the Park Board tonight and City Council later this month, staff anticipates that the splashpad will be opened early this summer.

BACKGROUND/DISCUSSION: Townline Park was dedicated in May 2009 as a community park and has since become a premier park for the City of Lake Forest. The pavilion and athletic fields have continued to see an increase in use and hold even more potential for greater use. The addition of a splashpad directly adjacent to the pavilion and the playground will add a great benefit to park users, Stonebridge and Conway Park neighbors, and the community as a whole. The splashpad will also provide potential increases in revenue due to increased pavilion rental opportunities.

Over the past several years, splashpads have grown in popularity in communities across the country. Particularly in the heat of the summer months, they have become sought after places for communities to gather, play, and cool off. Screen time and couch time is at an all-time high and countless studies have shown that unstructured outdoor play is critical to our children's development and well-being. We have invested in the power and value of this type of play through renovating our playgrounds over the past several years. Water adds a whole new, exciting energy to a playground environment!

Some summer days we all want to just sit in the air conditioning and stay cool but having an outdoor destination where comfortable play is still possible in the heat, is a game changer. Interactive features offer sensory rich, creative and engaging play opportunities that are totally different from anything else we have in our parks. Splashpads provide a unique opportunity for inclusive, safe water play. For a variety of reasons including mobility, swim skill, developmental challenges, child to parent supervision ratio, etc., it may not be feasible or practical for some families to visit the beach or go to a swimming pool. A splashpad creates safe access to the wonder and love of water for families with children of all ages, abilities, and circumstances. The features are designed to be accessible and provide a variety of different spouts, mists, sprays, fountains, and bubblers. The features are organized by size so there is a natural separation of older and younger children, while still the ability to all play and socialize together.

Townline Park was selected for the City's first splashpad because it is a community park, has bathroom facilities, large shaded area, large parking area, existing utilities, playground, and has open space available. All the important infrastructure is already in place, which makes the project much more cost effective and feasible in a shorter time frame. The selection of the spot within the park was chosen so that it could be close to the bathrooms, playground, and shaded area for supervision. This location also makes it

practical to pull the utilities from the building. It is an added safety benefit that the splashpad is situated far from the vehicle traffic and parking. The trees and landscaping around it provide a wonderful, inviting natural park setting as well.

The splash pad proposal is a drain-away system that uses low-flow components to create fun and engagement, while using the least amount of water. The limited months and hours that the system will be in use made it difficult to justify investing in a re-circulating chlorinated system that would require much higher engineering, product and construction cost, as well as ongoing intensive maintenance and upkeep. A recirculation splash pad is similar to a swimming facility where water quality needs to be constantly monitored. The proposed system uses potable water and maintenance will be manageable by staff.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Parks & Recreation Board	02/15/22	Recommend Approval

BUDGET/FISCAL IMPACT: The cost of equipment and installation is \$273,967, plus a contingency of \$26,033, for a total project cost of \$300,000.

The purchase is being made via the national government joint purchase co-operative, Sourcewell (formerly NJPA). Per Section 6.1D of the City's Purchasing Directive, purchases can be made via a variety of governmental joint purchasing programs. Numerous pieces of equipment are bid nationally, and such bids conform to all requirements of the Illinois State bidding laws. Sourcewell, formerly National Joint Powers Alliance, was created by State law as a service cooperative to provide programs and services to members in education and government. Sourcewell follows the competitive contracting law process to solicit, evaluate, and award cooperative purchasing contracts for goods and services.

Has competitive pricing been obtained for proposed goods/services? No
 If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase

Below is an estimated summary of Project budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
201-8457-467.67-68 Parks & Public Land Fund	\$250,000	\$250,000	Y
224-8026-476.76-56 Special Recreation Fund	\$50,000	\$50,000	Y

Parks & Recreation Board Action: Approval for an Advancement of Fiscal Year 2023 Capital Funding for the Purchase and Installation of a Splashpad at Townline Park, to Landscape Structures, Inc., in the Amount of \$300,000.