

**The City of Lake Forest
Parks and Recreation Board
Meeting Minutes
April 16, 2024
Municipal Services Bldg.
800 N. Field Dr.
Lake Forest, IL 60045**

I. Call to Order

The Parks and Recreation Board Meeting was called to order by Chairman Marc Silver at 6:34p.m. The following were present:

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

Staff: Mr. Joe Mobile, Interim Director of Recreation
Mr. Chuck Myers, Superintendent of Parks & Forestry
Ms. Dani Spann, Administrative Assistant

Public: Mr. Ara Goshgarian

II. Approval of Minutes

Meeting Minutes of the March 19, 2024, Parks & Recreation Board Meeting were presented and approved.

Board member Spirito motioned for approval of the minutes and Board member Marshall seconded. The Board meeting minutes of March 19, 2024, were then unanimously approved.

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

No public were present.

IV. Forest Park Boardwalk Project Update

Joe Mobile, Interim Director of Parks and Recreation, gave an update on the construction of the Forest Park boardwalk. The project is now in the actual building phase. The noise impact will be limited to the south end of the beach. The brick path will remain open during construction. A crane will be stationed and used. Five or six parking spots will be used as a workstation. The project is scheduled to start the end of May and hoping to be finished the beginning of August with landscaping continuing through the fall. Updates on the project will be communicated via the City's communication channels. Signage will be added along the beach sidewalks. Alderman Goshgarian commented on the work schedule for the project. Work will be done Monday – Friday, with Saturdays, if necessary. Mr. Mobile mentioned the fundraising has reached its goal. A \$150,000

grant was issued from the Illinois Department of Natural Resources (IDNR) to go towards the planking of the boardwalk.

V. Tennis Court Resurfacing

Chuck Myers, Superintendent of Parks and Forestry, presented an informational update on the resurfacing of the tennis courts. Three courts are budgeted to be resurfaced in FY25. A bid opening was held last month, the bids came back very high, so staff has decided to reject all bids and rebid at a later date. Everett Park tennis courts will be rebid at a later date with an alternate bid for crack seal. Board member Marshall asked about the tennis resurfacing at Northcroft being necessary at this time. Mr. Myers commented work will still be done on those courts. Discussion followed on the costs and necessary resurfacing.

VI. Approval of West Park Tennis Court Reconstruction Design Services

Chuck Myers, Superintendent of Parks and Forestry, presented to the Board for approval of the West Park Tennis Court Reconstruction Design Services. Mr. Myers went over what the reconstruction will include. A Request for Proposal (RFP) was sent out last month. Six proposals were received. Kapur & Associates came in with the lowest bid at \$22,650. Staff recommends Kapur & Associates for the design engineering services. Discussion followed on what is driving the reconstruction of the West Park tennis courts.

Firm Name	Proposal Dollar Amount
Kapur & Associates	\$22,650
GSG Consultants	\$33,860
Gewalt Hamilton Associates	\$43,900
Hitchcock Design Group	\$46,800
Context Design	\$116,500
Senga Architects	\$190,000

Chairman Silver motioned for approval of a Recommendation from City Staff to Award the West Park Tennis Court Reconstruction Design Project to Kapur & Associates and Authorize the City Manager to Execute an Agreement in the Amount of \$22,650 to include a 10% Contingency in the Amount of \$2,200 for a Total Cost of \$24,850. Board member Carden seconded the approval of a Recommendation from City Staff to Award the West Park Tennis Court Reconstruction Design Project to Kapur & Associates and Authorize the City Manager to Execute an Agreement in the Amount of \$22,650 to include a 10% Contingency in the Amount of \$2,200 for a Total Cost of \$24,850. The approval to award Kapur & Associates the West Park Tennis Court Reconstruction Design Project was unanimously approved.

VII. Chairman Comments

Chairman Silver informed members that Board member Timo Berger has announced his resignation from the Parks and Recreation Board. Chairman Silver thanked him for his dedication and service. Chairman Silver commented how great the Deerpath Park fields look and kudos to staff for their hard work.

VIII. Director Comments

Interim Director Joe Mobile presented the FY25 meeting dates for approval. One change to note is the November meeting is actually November 19th, not November 21st.

Board member Gorman motioned for approval of the FY25 Meeting Dates with the correction to the November date, and Board member Spirito seconded. The approval of the FY25 Meeting Dates was unanimously approved.

Interim Director Mobile updated the Board on the registration numbers from March 18, 2024 – April 16, 2024. These numbers have shown continued growth with 200 more registrations in the last month. Staff continue to work on ideas to hire more staff and to increase facility space.

Interim Director of Parks and Recreation, Joe Mobile, informed Board members of the upcoming events.

- Safe Sitter Program-April 19th and April 20th
- Deerpath Community Park Showcase Event- May 4th from 10am – 12pm at Deerpath Community Park
- Company Casting- May 19th
- Adult Softball- starts June 13th
- Concerts in the Parks start June 6th with 10 concerts currently scheduled.

IX. Board Member Comments

Board member Marshall commented on finding a way to evaluate the interest and demand for racket sports by possible use of the cameras. Interim Director Mobile replied that the city has begun the installation of cameras and will eventually be branching out to more of the parks. These cameras will help track data and usage of the courts. A brief discussion was had on cameras set up at the park. Board member Carden had concerns with the use of cameras at the park. Signage for the Deerpath Park is still being developed and will be posted soon.

X. Adjournment

Chairman Silver motioned for adjournment and Board member Marshall seconded. The meeting was adjourned at 8:08p.m.

Respectfully Submitted
Dani Spann
Administrative Assistant