



**Wilmette Park District
Centennial Committee Meeting**

Monday, September 13, 2021

6:30 p.m. – Village Hall Committee Meeting Room

AGENDA

I. Meeting Called to Order:

Members of Committee:

Commissioner Michael Murdock, Chair
Commissioner Patrick Duffy
Commissioner Allison Frazier

Staff:

Superintendent Emily Guynn
Superintendent Kristi Solberg

II. Approval of Minutes

A. August 9, 2021

III. Communications and Correspondence

IV. Public Comment

V. Unfinished Business

- A. Additional Platform Tennis Courts – *Discussion*
- B. New Pickleball Courts – *Discussion*
- C. Paddle Deck and Hut Expansion – *Discussion*
- D. Playground Relocation – *Discussion*

VI. New Business

VII. Managers' Reports

VIII. Next Meeting – October 11, 2021

IX. Adjournment

If you are a person with a disability and need special accommodations to participate in or attend a Wilmette Park District meeting, please notify the Director's Office at 847-256-6100.

Wilmette Park District **Policy for Public Comment**

The Board of Park Commissioners, in its regular or special meetings, is a deliberative body assembled to make decisions on new and pending matters affecting the District. Park Board and Committee meetings are meetings held in public, not a public meeting. The Board invites both oral and written communications from its residents.

To facilitate the conduct of Board/Committee meetings, the following procedures will be followed:

1. A section of each regular meeting is set aside for public comment and will be noted on the agenda as "Recognition of Visitors."
2. During the "Recognition of Visitors" agenda item, audience members should raise their hands and be recognized by the President/Chairperson prior to speaking.
3. When recognized by the President/Chairperson, each audience member should identify themselves and limit speaking to no more than three (3) minutes, unless additional time is granted by the President/Chairperson.
4. Questions are to be directed to the entire Board/Committee.
5. Park Board members may, by addressing the President/Chairperson, interrupt a presenter to obtain clarification and/or further information.
6. A Board/Committee meeting is not a forum for complaints against individual employees. Such matters are handled by directly contacting the Executive Director. Complaints against the Executive Director should be handled by directly contacting the President of the Board of Park Commissioners.
7. During presentation and discussion of agenda items, the President/Chairperson will not recognize speakers in the audience unless the Board/Committee desires additional information from an audience member.
8. When addressing the Board/Committee, all persons permitted to speak shall confine their remarks to the matter at hand and avoid personal remarks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the civil discourse of the Board/Committee and the meeting, the President/Chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the President/Chairperson or upon the affirmative vote of two-thirds (2/3) of the park board commissioners present.
9. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board present.



WILMETTE PARK DISTRICT Centennial Committee Meeting Minutes

*Monday, August 9, 2021
5:00 p.m. – Village Hall Training Room*

Present

Commissioners/Committee: Chair Mike Murdock, Patrick Duffy, Allison Frazier
Staff: Emily Guynn, Kristi Solberg

Additional Staff: Director Steve Wilson, Catherine Serbin, Joseph Sanchez and Jason Stanislaw

Visitors: Mary Lark, Alan Golden, Walter Keats, Alexis Keto

Absent

None

I. Meeting Called to Order

Meeting called to order at 5:00 p.m.

II. Approval of Minutes

A. July 12, 2021

Commissioner Frazier moved and Commissioner Duffy seconded a motion to approve the minutes of the July 12, 2021 Centennial Committee meeting.

By a unanimous voice vote; **motion carried.**

III. Communications and Correspondence

Commissioner Murdock acknowledged correspondence, which related to pickleball and concerns over pool hours and availability.

IV. Public Comment

Director Wilson facilitated public comment. The Attendance Record will become part of the permanent record.

Walter Keats – He asked for clarification regarding easements on the West Park property. Director Wilson advised that the easement in question is an access point for the Village to get into the underground storage vault.

V. Unfinished Business

A. Pickleball Court Discussion

Superintendent Guynn initiated the discussion by providing an update with respect to the Community Interest Survey. Last month, staff sent a partial survey to residents within the yourcourts.com reservation system and were able to provide an early indication of the survey results. Since then, staff has sent the survey to the entire Park District e-mail database. Superintendent Guynn provided a brief summary of the survey, as follows: The survey was separated into two groups –

the community at large and known racquet sport users. Females were the majority of respondents in both groups. The majority age group for the community at large respondents was 50-59 and the majority age group for known racquet sport users was 40-49. Do you currently play pickleball? No was the majority response for both groups. If you do currently play pickleball, what describes your level of play, beginner, intermediate or advanced? The community at large answered majority beginner and intermediate whereas known racquet users answered intermediate. If you currently play, how frequently? Weekly was the majority response in both groups. If you do not currently play, what are the reasons and why not? No convenient court locations was the majority response in both groups. If you do not currently play pickleball, would you be interested in starting? Yes was the majority response for both groups – 60% and 52% respectively. Would pickleball specific courts make you more interested? Yes was the majority response for both groups. – 59% and 53% respectively. What would be your preferred location? Centennial Park was the majority response for both groups – 39% and 38% respectively. Maple Park and West Park both obtained a fair amount of support as well.

Commissioner Murdock asked Superintendent Guynn why Maple Park had garnered so much support as a possible pickleball location. Superintendent Guynn stated she could only speculate but that perhaps residents saw Maple Park as a viable option due to the underused tennis court at that location. It has also been a topic of discussion lately considering its renovation. Commissioner Murdock stated that from his understanding, a pickleball court at Hibbard Park would eliminate the existing tennis courts there. Therefore, he is reluctant to consider Hibbard Park as a viable option as it would eliminate an amenity. Furthermore, while the majority of residents would like pickleball at Centennial, it would involve a fair amount of work to make that accessible given Centennial's current configuration and use of space. He stated he is still strongly in favor of a pickleball court at West Park. Commissioner Frazier added the survey may have confused residents with respect to Centennial as they may have thought it would be built inside of Centennial in lieu of additional facility.

Superintendent Solberg reviewed existing renderings from Gewalt Hamilton. As Commissioner Murdock mentioned, there have been past discussions with Gewalt to obtain a cost estimate and help identify locations within the parks that could accommodate a pickleball court amenity. The West Park Exhibit is an older image of which contains two potential locations for pickleball courts within West Park. Superintendent Solberg stated if the pickleball courts were moved north, it would have less impact on the existing playground. Associated with both of these potential locations within West Park are the costs which is the Engineers opinion of probable costs. Gewalt is estimating that this project could cost \$450,520.00, which does include court lighting. Commissioner Murdock noted that cost estimate includes about \$70,000 worth of contingency as well.

Commissioner Murdock further noted that the court fencing is the biggest cost and questioned the need for a 10' tall fence for pickleball. He asked if there were a way to lower the fencing in an effort to reduce costs. Superintendent Solberg advised

that an 8' tall fence would reduce the cost by \$4,000. Commissioner Murdock hypothesized that a 4' tall fence would result in a larger cost saving and suggested not implementing fencing on the south end. Commissioner Duffy noted that towards the north is the AstroTurf field where soccer is played and stated that side may require higher fencing. Commissioner Murdock stated that with respect to long term planning, if the Park District were to grow the pickleball courts in that location, fencing on the south side may not be necessary. He asked how much space there is between the synthetic turf and the proposed northern court location. Superintendent Solberg advised that the space in the renderings is 5 feet. Director Wilson added that it could be that close but could also be shifted lower. Commissioner Murdock stated a 10-foot gap would make him more comfortable. Director Wilson clarified that there is already a 10-foot runoff incorporated in the rendering.

Commissioner Frazier asked where additional paddle courts would be built within this rendering. Superintendent Solberg advised that just west of the northern courts, there is an opportunity to fit one more paddle court. Commissioner Frazier asked if the parking lot could be moved to accommodate the courts. Superintendent Solberg advised that no research with respect to shifting the parking lots has been conducted. Commissioner Murdock noted that the playground is slated to be replaced in several years. He stated he did not like the initial pickleball court configuration shown as it was going to have a negative impact on the existing playground. Commissioner Frazier stated that the visibility of the existing playground is poor from the turf fields and asked if there would be consideration to move the playground to where the additional paddleball court would be considered in the northwest corner. Superintendent Solberg advised that staff can look into this consideration for further discussion. It was determined that staff would research alternative configurations which would include shifting the parking lot and/or the playground to accommodate more paddle and pickle courts.

Commissioner Murdock initiated a brief conversation as to the potential downsides of building on a utility easement. Director Wilson advised that the risks include losing the initial investment and operations. The way the contract is written, the Park District can build across the utility easement as long as the District doesn't negatively impact the existing utility underneath. In the event that access is needed to the utility, the Village will go through whatever is built by the Park District and it is on the Park District to replace it at the Park District's expense. Commissioner Murdock stated that the thought of potentially losing two courts as compared to six is not as significant as a risk. He also noted that a four-court facility might net as much as \$75,000 a year. Commissioner Duffy stated he believes the most efficient option would be to reconfigure the playground and build the pickleball courts south of the utility easement. Director Wilson stated that the playground could be replaced prior to the date established in the Capital Plan. Commissioner Duffy asked a question with respect to the court lighting and potential zoning issues. He further asked the Committee and staff be mindful of any plans that may require a zoning variance.

The Committee recommended that a four-court pickleball facility forward to the Capital Committee-of-the-Whole meeting in August at a location to be determined. The Committee consensus is West Park with the relocation of the playground earlier than previously scheduled.

Subsequent discussion followed regarding a comprehensive site plan that would include project costs such as additional courts, playground reconfiguration and deck expansion. It was agreed staff would bring this forward at the next Committee meeting.

B. Paddle Deck Expansion Discussion

Director Wilson walked the Committee through two diagrams with respect to a possible deck expansion. The smaller picture depicts a bigger deck that spans the entire width between the original facility and the two additional courts to the north. It would allow entry to all of the courts from one, continuous deck space. The second concept was created to reduce the overall decking size, which pushes it to line up with the existing deck with a catwalk extension to allow access to the farther northeast court. The first deck is about 3000 sq. ft. and the second deck option is about 2000 sq. ft. Depending on materials, the rough estimate for the first deck option ranges anywhere from \$90,000-\$120,000.

Commissioner Murdock then opened the floor for public comment (see above).

Commissioner Frazier stated there has been hope to have an indoor/outdoor fireplace at the paddle hut and asked if that were possible. Commissioner Murdock stated that is for this Committee to discuss to the extent that the Committee intends to bring a plan forward at the August Committee-of-the-Whole meeting. He added that he would like money budgeted for new furniture and at least one fire pit as well. Commissioner Duffy recommended a shelter to cover any new furniture or a fire pit. There was subsequent discussion if a permanent shelter structure would obstruct sightlines to the additional courts to the north from the paddle hut and where a fire pit could be located. Conversation ensued about larger projects that would constitute an expansion to the existing structure versus a deck expansion.

Commissioner Duffy asked the Committee what is the purpose of the deck expansion: To connect the courts via a deck? Or to create a great viewing space? Commissioner Murdock advised that the number one complaint from the community is that the two additional courts not connected by decking do not feel a part of the facility. He stated both of these options would satisfy that need to connect all of the existing courts and added it is a matter of where the Committee would like to draw the line. Commissioner Duffy stated he would be in favor of the larger decking. Manager Stanislaw advised that the smaller deck would make one court undesirable and from an integration standpoint, the larger deck would make the facility feel like one cohesive club. Commissioner Frazier agreed and added the larger decking would make the extension to the pickleball courts easier.

The Committee directed staff to obtain estimated costs with respect to the larger deck for the Capital Committee-of-the-Whole meeting in August. Conversations regarding a fire feature and additional roofing were deferred. There was a brief discussion as to the decking material and environmentally conscious materials. Superintendent Solberg advised that composite material holds in water unlike wood which soaks in water, the concern being that water could turn to ice in the winter. It was agreed that staff would investigate ways to upkeep a composite deck in the winter to prevent ice.

VI. New Business

None

VII. Managers' Reports

Jason Stanislaw, the Centennial Recreation Complex General Manager, Reported:

- In regards to the aquatic center, post season schedule will be ending weekday public swim the week school starts – the week of August 23rd. Weekend public swim will continue through September 7th. Typically, public swim would end on Labor Day but there is no school on the 7th due to Rosh Hashanah so staff decided to extend an additional day.
- Staff is proposing a no charge lap swim in September for residents as a thank you to lap swimmers without reservations.
- In regards to tennis, staff has moved fall programming outdoors due to the reinstated masking mandate. Staff will replicate 2020 programming.
- In regards to paddle,
- Joey Sanchez, the Aquatics and Ice Supervisor, has resigned for the Northbrook Park District.
- Taylor Brooks will be new the Racquet Sports Supervisor.

VIII. Next Meeting

The next meeting is tentatively scheduled for September 13, 2021.

IX. Adjournment

There being no further business to discuss, Commissioner Frazier moved and Commissioner Duffy seconded a motion to adjourn the Parks and Recreation Committee meeting at 6:16 p.m.

By voice vote; **motion carried.**

Minutes Approved on: TBD

Respectfully Submitted,

Catherine Serbin

Catherine Serbin
Executive Administrative Assistant

Unofficial



Memorandum

Date: September 13, 2021

To: Steve Wilson, Executive Director

From: Kristi Solberg, Superintendent of Parks and Planning

cc: Emily Guynn, Superintendent of Recreation

Re: West Park Improvements

As a continuation to the August 2nd Centennial Committee meeting discussion regarding West Park facilities and park amenities, staff has prepared the following options, including cost estimates for the Committee to review.

Additional Platform Tennis Courts

Proposed two-year approach to the total construction of four additional court

- Two courts; one court east and west of the furthest north courts (paddle island).
 - Approximate cost, \$484,000
- Two courts; one court southeast and southwest of the furthest south existing courts. This location has a domino impact on the existing parking lot.
 - Approximate cost, \$514,000

Site Work

Given the various moving facilities and amenities currently being discussed at West Park, there has to be considerable consideration given to enhanced parking and roadways, as well as other site work to make the parts of or the whole project feasible.

Parking / Roadways: The proposed parking must be coordinated with the Village of Wilmette, as it falls in the Village's right away. In addition, the west side of West Park Drive is technically in the Village of Glenview, which would require a permitting process in that town.

- Approximate cost of site work, \$149,000

New Pickleball Courts

Up to eight pickleball courts could be constructed in the current playground site, allowing a 40ft set back from the property line

- Approximate cost (six courts), \$630,000
- Approximate cost for two additional courts, for a total of 8 courts, \$210,000

Hut Expansion, including Viewing Deck

To accommodate for the increase in both Platform Tennis and Pickleball capacity, staff is recommending a hut and viewing deck expansion. The deck expansion to the north will bridge the current deck and “paddle island”. Due to the proximity to the easement, staff is recommending a hut expansion to the south, which would include approximately 1,300 sqft. of usable space. There will also be a smaller deck expansion to the south of the expanded hut to envelope in the two new courts proposed for 2022.

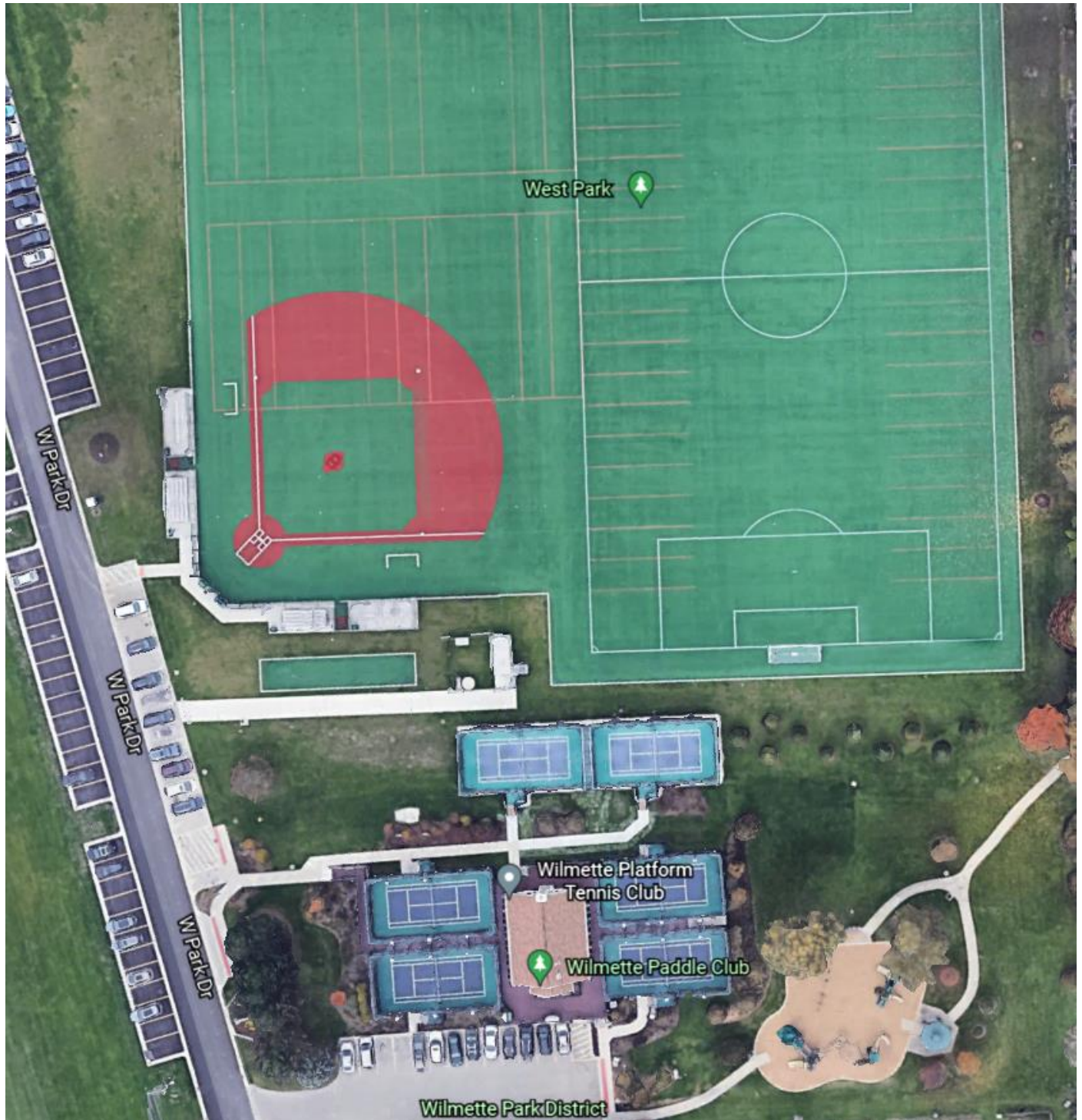
- Approximate cost of hut expansion, \$930,000
- Approximate cost of north viewing deck (bridge to paddle island), \$300,000
- Approximate cost of north viewing deck (small to easement), \$80,000
- Approximate cost of south viewing deck expansion, \$60,000

Playground Relocation

If the new pickleball court location is approved, there is an opportunity to improve and relocate the existing playground just adjacent to the northwest corner of the turf field.

- Approximate cost of playground renovation, \$375,000

Existing West Park:



Proposed West Park:



ENGINEER'S OPINION OF PROBABLE COST**Project Name: West Park Improvements****Location: West Park****Client: Wilmette Park District**

GHA Project #: 5676.105

Prepared By: Jonathan Hagenow

Date: September 8, 2021

Checked By: Thomas A. Rychlik, P.E.

Date: September 8, 2021



CONSULTING ENGINEERS

625 Forest Edge Drive, Vernon Hills, IL 60061

TEL 847.478.9700 ■ FAX 847.478.9701

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Paddle Ball Courts 2021

| ITEM | DESCRIPTION | UNIT | QUANTITY | UNIT PRICE | COST |
|-------------------------|---|------|----------|---------------|---------------|
| 1 | Earth Excavation | CY | 25 | \$ 50.00 | \$ 1,250.00 |
| 2 | Tree Removal | EACH | 6 | \$ 500.00 | \$ 3,000.00 |
| 3 | Paddle Ball Courts, Complete | EACH | 2 | \$ 165,000.00 | \$ 330,000.00 |
| 4 | PCC Sidewalk, 5 Inch | SF | 750 | \$ 15.00 | \$ 11,250.00 |
| 5 | Site Dry Utilities (Gas, Elec, Communication) | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 6 | Site Restoration | LS | 1 | \$ 5,000.00 | \$ 5,000.00 |
| 7 | Allowance Items: Storm Detention, ADA update | LS | 1 | \$ 23,000.00 | \$ 23,000.00 |
| SUBTOTAL: | | | | | \$ 383,500.00 |
| 20% Contingency: | | | | | \$ 76,700.00 |
| Soft Costs | | | | | \$ 24,000.00 |
| TOTAL: | | | | | \$ 484,200.00 |

NOTES:
Anticipates the Paddle includes heating, electrical, and lighting

Paddle Ball Courts 2022

| | | | | | |
|-------------------------|---|------|------|---------------|---------------|
| 1 | Earth Excavation | CY | 300 | \$ 50.00 | \$ 15,000.00 |
| 2 | Pavement Removal | SY | 620 | \$ 10.00 | \$ 6,200.00 |
| 3 | Sidewalk Removal | SF | 1250 | \$ 5.00 | \$ 6,250.00 |
| 4 | Tree Removal | EACH | 10 | \$ 1,000.00 | \$ 10,000.00 |
| 5 | Sign Removal and Replacement | LS | 1 | \$ 2,500.00 | \$ 2,500.00 |
| 6 | Light Pole Removal | EACH | 2 | \$ 2,000.00 | \$ 4,000.00 |
| 7 | Paddle Ball Courts, Complete | EACH | 2 | \$ 165,000.00 | \$ 330,000.00 |
| 8 | HMA Surface Course, 2 Inch | TON | 100 | \$ 90.00 | \$ 9,000.00 |
| 9 | HMA Base Course, 4 Inch | TON | 200 | \$ 80.00 | \$ 16,000.00 |
| 10 | Aggregate Subbase, CA-6, 4 Inch | SY | 150 | \$ 6.00 | \$ 900.00 |
| 11 | Aggregate Subbase, CA-6, 6 Inch | SY | 860 | \$ 8.00 | \$ 6,880.00 |
| 12 | PCC Sidewalk, 5 Inch | SF | 1750 | \$ 15.00 | \$ 26,250.00 |
| 13 | PCC Curb and Gutter, B6.12 | LF | 770 | \$ 35.00 | \$ 26,950.00 |
| 14 | Decking Expansion | SF | 750 | \$ 40.00 | \$ 30,000.00 |
| 15 | Site Dry Utilities (Gas, Elec, Communication) | LS | 1 | \$ 10,000.00 | \$ 10,000.00 |
| 16 | Site Restoration | LS | 1 | \$ 7,500.00 | \$ 7,500.00 |
| 17 | Parking Lot Lighting | LS | 1 | \$ 22,000.00 | \$ 22,000.00 |
| 18 | Allowance Items: Storm Detention, ADA update | LS | 1 | \$ 40,000.00 | \$ 40,000.00 |
| SUBTOTAL: | | | | | \$ 569,430.00 |
| 20% Contingency: | | | | | \$ 113,886.00 |
| Soft Costs | | | | | \$ 40,000.00 |
| TOTAL: | | | | | \$ 723,316.00 |

NOTES:
Anticipates the Paddle includes heating, electrical, and lighting

ENGINEER'S OPINION OF PROBABLE COST**Project Name:** West Park Improvements**Location:** West Park**Client:** Wilmette Park District**GHA Project #:** 5676.105**Prepared By:** Jonathan Hagenow**Date:** September 8, 2021**Checked By:** Thomas A. Rychlik, P.E.**Date:** September 8, 2021**CONSULTING ENGINEERS**

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Pickleball Courts

| ITEM | DESCRIPTION | UNIT | QUANTITY | UNIT PRICE | COST |
|-------------------------|--|------|----------|--------------|---------------|
| 1 | Earth Excavation | CY | 250 | \$ 50.00 | \$ 12,500.00 |
| 2 | Tree Removal | EACH | 6 | \$ 500.00 | \$ 3,000.00 |
| 3 | Sidewalk Removal | SF | 1400 | \$ 5.00 | \$ 7,000.00 |
| 4 | Playground Removal | SF | 4750 | \$ 10.00 | \$ 47,500.00 |
| 5 | Pickleball Courts, Complete | EACH | 8 | \$ 55,000.00 | \$ 440,000.00 |
| 6 | PCC Sidewalk, 5 Inch | SF | 1000 | \$ 15.00 | \$ 15,000.00 |
| 7 | Electrical, Court Lighting | LS | 1 | \$ 80,000.00 | \$ 80,000.00 |
| 8 | Site Restoration | LS | 1 | \$ 7,500.00 | \$ 7,500.00 |
| 9 | Allowance Items: Storm Detention, ADA update | LS | 1 | \$ 40,000.00 | \$ 40,000.00 |
| SUBTOTAL: | | | | | \$ 652,500.00 |
| 20% Contingency: | | | | | \$ 130,500.00 |
| Soft Costs | | | | | \$ 55,000.00 |
| TOTAL: | | | | | \$ 838,000.00 |

Building Expansion

| ITEM | DESCRIPTION | UNIT | QUANTITY | UNIT PRICE | COST |
|-------------------------|--|------|----------|--------------|-----------------|
| 1 | Building Expansion | SF | 1300 | \$ 550.00 | \$ 715,000.00 |
| 2 | Decking Expansion, Small Expansion Limits | SF | 1000 | \$ 40.00 | \$ 40,000.00 |
| 3 | Decking Expansion, Large Expansion Limits | SF | 5250 | \$ 40.00 | \$ 210,000.00 |
| 4 | Allowance Items: Storm Detention, ADA update | LS | 1 | \$ 40,000.00 | \$ 40,000.00 |
| SUBTOTAL: | | | | | \$ 1,005,000.00 |
| 20% Contingency: | | | | | \$ 201,000.00 |
| Soft Costs | | | | | \$ 105,000.00 |
| TOTAL: | | | | | \$ 1,311,000.00 |

NOTES:
Pending attorney evaluation of easement provisions

*Since Gewalt-Hamilton Associates Inc. Has No Control Over the Cost of Labor, Materials, or Equipment, or Over the Contractor's Methods of Determining Prices, or Over Competitive Bidding of Market Conditions, Opinions of Probable Costs, as Provided for Herein, Are to be Made on the Basis of Experience and Qualifications and Represent the Best Judgement as a Design professional Familiar with the Construction Industry. Gewalt-Hamilton Associates, Inc. Cannot and Does Not Guarantee That Proposals, Bids, or The Construction Costs Will Not Vary From Opinions of Probable Cost Prepared for the Owner.

| | |
|-----------------------------|------------------------|
| 2021 Paddle Courts | \$ 484,200.00 |
| 2 Paddle Courts and Parking | \$ 723,316.00 |
| Pickleball Courts | \$ 838,000.00 |
| Building Expansion | \$ 1,311,000.00 |
| Playground Replacement | \$ 375,000.00 |
| Project Total: | \$ 3,731,516.00 |

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