

Properties and Recreation Committee Meeting Minutes
Tuesday, September 5, 2023
5:30 PM

Called to Order: 5:30 P.M. by Amy Avakian, Chair-Trustee
Seconded by Alan Fink, Trustee

Committee Members Present:

Amy Avakian, Village Trustee, Chair
Alan Fink, Village Trustee
Heidi Rudolph, Village President

Mike Jurusik, Village Attorney

Staff Present:

Ellen Baer, Village Manager
Aleks Briedis, Director of Recreation
Erin Duffy, Assistant Director
Jenny Pesek, MS Administrative Assistant

Approval of Minutes:

The Committee minutes from the 8/10/2023 Properties and Recreation meetings were approved with no corrections.

Public Comment:

None

5140 Grand and 5200 Grand ROW Sale Documents:

Attorney Jurusik explained the background of the ROW sale between Mr. R. Swapa and Mr. J. Conniff that has been an ongoing process for the past year. He reported he met with Mr. Swapa, Mr. Conniff and Matthew Supert, Director of Municipal Services. A decision with final edits to the document had been reached. The approval will be pushed to the September Board cycle for an omnibus vote at the Village Board meeting on 9/25/2023.

2024 Budget Introduction:

Village staff held preliminary meetings in the beginning of August 2023 for the 2024 budget. The Municipal Services Department contains the largest capital and operation budgets covering multiple funds. The Properties and Recreation Committee reviews the following budget accounts:

Municipal Services Administration, ROW maintenance, Office furniture and equipment, BNSF maintenance, BNSF Capital, Central Business District. Capital Building and Building Improvements- Staff is currently evaluating facility improvements, flooring, painting and ADA and other needs. Village facility locks/key card systems, possible new gate for the Public Works campus. Now due to a museum tax recently passed by the State of Illinois, Village staff has delayed various projects for the Historic Water Tower. The project cost was budgeted at \$100,00 but now are under review pending the Museum Tax approval. A preliminary list of capital improvement projects is under consideration. Staff highlighted projects that are cohesive with one or more of the strategic plan goals.

Machinery & Equipment-mechanic lift replacement for the Village's fleet have been rep-programmed for the 2024 with an estimated cost around \$100,000.

BNSF-Land Improvements-ADA and crosswalk improvements were discussed for Burlington Avenue and the West Underpass are budgeted but may not proceed until 2024,.

BNSF Building and Building Improvements-Minor costs anticipated for exterior maintenance and improvements at the Train station, possibly discussed Metra may no longer service the station with an attendant in 2024. Various improvements for the current ticket office are under consideration.

CBD-Landscaping-Staff is reevaluating the CBD landscaping and renovation to the various planter for 2024. \$35,000 was budgeted for 2023 for Public Works to remove the planters in poor condition.

Streetscape-Staff reported additional enhancements for streetscape improvements include painting of streetlights and possible banners.

Recreation Department Update:

Staff presented the department update. Fall registration is going smoothly. Many programs already have reached their maximum number of participants. Fall programming will begin in the next couple of weeks. Record number of participants for travel basketball tryouts, staff is currently organizing the teams. The recreation center gym project is scheduled for 9-25-2023 through October 1st. The gym will be closed during these dates. The exterior recreation center sign has been replaced. Wayfinding signs for the interior of the Recreation center will be installed in the next couple of weeks. No update on the PARC grant yet for the Grand Avenue Gym project. Staff has completed the initial 2024 draft budget request. Staff will review projects and the entire budget with the Committee at future meetings. Part-time/seasonal employee salary adjustment plan and proposed program fee increases for 2024 for Committee review.

Capital Summary

The West underpass is just about completed, and staff is waiting for ComEd. There is no ETA.

Staff is working with V3 for a design at Burlington Avenue crossing.

Other:

Next meeting: 10/3/2023 immediately following Public Works & Water Committee meeting.

Adjournment:

Motion to adjourn the open meeting:

Roll Call: Move to Close

Amy Avakian, Trustee-Chair vote: Aye

Alan Fink, Trustee vote: Aye

Meeting adjourned at 5:45 P.M.

Respectfully Submitted: Jenny Pesek