

**PARK DISTRICT OF HIGHLAND PARK
BOARD OF PARK COMMISSIONERS
MINUTES OF WORKSHOP MEETING
MARCH 12, 2019**

The Workshop Meeting of the Board of Park Commissioners of the Park District of Highland Park was held in the Board Room at the West Ridge Center, 636 Ridge Road, Highland Park, Illinois.

The meeting was called to order at 6:09 p.m. by Vice President Ruttenberg.

ROLL CALL

Present: Vice President Ruttenberg, Commissioner Grossberg, Commissioner Flores Weisskopf, Commissioner Bernstein

Absent: President Kaplan; Commissioner Flores Weisskopf arrived at 6:22 p.m.

Staff Present: Interim Executive Director Donahue; Director Romes; Director Curtis; Director Gogola; Assistant Director Smith; Assistant Director Carr; Manager Johnson; Senior Planner Schwartz; Director Voss; Manager Pierce; Manager Laue; Manager Grill

ADDITIONS TO THE AGENDA

Vice President Ruttenberg asked for an update on the last community meeting that was held for the community park at the Recreation Center of Highland Park. Senior Planner Schwartz stated that there were 12 advisory members in attendance at the meeting. She explained that Hey and Associates presented their design development and that things are moving forward in a positive direction.

ATTITUDE & INTEREST SURVEY

Senior Planner Schwartz reported that the Park District released a Request for Proposal on February 15, 2019 to hire a firm to conduct a statistically valid community needs assessment. The recommendation for a needs assessment is two-fold: (1) the District is due for an assessment following District policy and (2) the assessment will be used to inform an update of the GreenPrint Master Plan. This community-wide assessment will provide a statically significant pulse on the community to prioritize the District's efforts to best meet the current community's needs.

The District conducted an Attitude and Interest Survey in 2009. Another community survey was conducted in 2013. Both the 2009 and 2013 surveys were used to inform the District's master plan: GreenPrint 2024 approved in 2015. The District's policy is to conduct a comprehensive needs assessment of the community at least once every 3-6 years. Furthermore, to meet the requirements of IAPD/IPRA Distinguished Accreditation program the District must complete a comprehensive needs assessment every 10 years.

It has been six years since the District's last community survey and five years since the approval of GreenPrint, and in that time the Highland Park community has experienced changes that warrant an updated needs assessment to review GreenPrint. The Community Attitude and Interest Survey is the first step of a needs assessment to inform a review of the District's master plan. The 4-step process to complete the 2019 Attitude and Interest Survey includes: development of the survey instrument and sample, administration of the survey, data analysis, and lastly a presentation of the final report. Commissioner Bernstein and Commissioner Flores Weisskopf will serve as the Board liaisons and will be included at various points throughout the project. The final survey instrument as well as the final report will be presented to the full Board in July.

The District received proposals from seven firms interested in conducting the Attitude and Interest Survey and rated aQity as the most qualified firm to conduct this work. aQity is an Evanston-based firm and was the only local firm to submit a proposal. aQity has completed community surveys for neighboring Districts such as Glenview and Wilmette, as well as the 2017 reconfiguration survey for NSSD 112. aQity demonstrated familiarity with the Highland Park community to ensure a diverse and representative sample. Furthermore, the example reports provided by aQity demonstrated ability to provide actionable output from survey results. Attached is the recommend proposal detailing their qualifications and approach. Staff will provide an overview of the survey process.

Staff recommends approval for the Interim Executive Director to enter into an agreement upon attorney review with aQity to conduct a statistically valid community survey for a lump sum in the amount of \$29,950.

Vice President Ruttenberg asked if the survey would be completed by July. Senior Planner Schwartz said that yes it would. Commissioner Grossberg wanted to know how the questions were constructed. Senior Planner Schwartz explained that Staff and Board will review before the surveys are sent out. She further explained that the survey takes about 12-15 minutes. Commissioner Bernstein wanted to know how respondents without land lines are contacted. Senior Planner Schwartz explained that there will be an oversample taken for certain areas. Commissioner Bernstein asked if the data will be compared to the data collected in 2009. Senior Planner Schwartz said that yes it would. Vice President Ruttenberg asked if the survey would be available on the website and Senior Planner Schwartz replied that it would not as it would interfere with the data collection.

ROSEWOOD BEACH UPDATE

Margaret Boshek from the SmithGroup reported there has been a loss of sand over time of 45 feet. The overall volume is 1200 cubic yards. She stated that there is a foundation under the bench and boardwalk. A 2018 monitoring survey has shown a loss of 3-4 feet of sand in the Interpretive Cove since 2015. The ravine has been helping to push out sand. The water level is forecasted to go even higher. Ms. Boshek stated that if more sand were added to the cove it would likely be lost.

Commissioner Bernstein asked if the design for the ravine was defective and if so, does the Army Corps have any obligation to repair the problem. Ms. Boshek stated that the biggest problem is the high-water levels which can be exacerbated by the ravine. Commissioner Bernstein suggested that the original documents be reviewed to see if the design has done what it was intended to do which was to protect the shoreline. Commissioner Bernstein suggested that the District brainstorm with other neighboring beach communities experiencing the same issues. Ms. Boshek explained that our material is in a compressed state. Rosewood Beach is in a settling period and will be for 20 years. Commissioner Bernstein asked about the stream and Ms. Boshek said there are mitigating things that could be done to help but would not completely resolve the issue. Commissioner Bernstein asked if the District has budgeted for these issues. Ms. Boshek explained the entire shoreline is being monitored to ensure neighbors are not being impacted. Ms. Boshek further explained that throwing sand at the beach may not be the wisest course of action as there will most likely be three more years of high lake levels before they go down. Commissioner Bernstein stated that there is a reventment under the Interpretive Building. Vice President Ruttenberg asked if there is any thing to do to protect the boardwalk and the bench further. Assistant Director Smith answered that there were no immediate concerns.

Ms. Boshek stated that if the District were to truck in sand to the beach it should be done between March and the end of May.

PARK AVENUE UPDATE

Margaret Boshek from SmithGroup reported that the barge at Park Avenue Beach has exhausted its service life. Cracks in the cargo hold led to the fill material leaching out into Lake Michigan leaving behind a hole under the concrete slab walking surface which eventually collapsed, breaking the wire rope lateral supports beneath. The remaining structure continues to deteriorate as more of the concrete slab collapses. While this makes the structure unsafe for access, it still performs its primary function which is to protect the boat launch and adjacent beach from wave agitation. The Park District of Highland Park retained SmithGroup to review the barge and develop concepts to either repair or replace the wave protection structure.

SmithGroup returned per the Board's request to present additional option for the placement of the Park Avenue barge. Ms. Boshek presented the four original concepts as well as the four additional concepts.

A summary of the design options which guided the recommendation are provided in the table below.

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Concept	Permit Review Est.	Construction Est.	POCC	Service Life (yrs.)
1 - Repair Strategy	6-8 months	8-10 weeks	\$1,588,100	65-70
2 - Barge Replacement	12+ months	12-14 weeks	\$1,337,350	28-34
3 - Cellular Sheetpile	6-8 months	12-14 weeks	\$1,389,620	65-70
4 - Rubble Fill w/ H-Piles	3-4 months	6-9 weeks	\$555,770	20+
5 - Rubble Breakwater w/ Sheetpile	8-10 months	10-12 weeks	\$848,950	~50
6 - Rubble Breakwater w/ Raised Core	9-11 months	12-14 weeks	\$918,550	~50
7 - Rubble Breakwater w/ Precast Walkway	8-10 months	12-14 weeks	\$827,500	~50
8 - Cantilevered Sheetpile Wall	3-4 months	6-8 weeks	\$1,136,750	65-70

Commissioner Bernstein wanted to know about damage that could be incurred by waves of five inches in the basin. Ms. Boshek explained that water levels of five inches or more could damage the vessels.

David Sogin, 1092 Wade, Highland Park

Mr. Sogin outlined what he feels are critical user requirements for the barge at Park Avenue Beach: three-foot wave protection, east side retrieval from pedestrian access (dockage), access for maintenance, safety-rubble piles are an attractive nuisance for people to climb over, ladder, angler access, beach seating, railing, minimal navigational hazards, electrical power, planned dockage.

Peter Mordini, 1853 Sheahen Court, Highland Park

He likes item #3, he feels it has the least maintenance.

Commissioner Bernstein questioned doing nothing and wanted to know if the sailing beach and Yacht Club could operate without interruption. Margaret Boshek stated that those areas could still operate without disruption.

Vice President Ruttenberg and Commissioner Bernstein asked Staff to review the options presented and prepare an economic analysis based on usage costs, fees and the various costs involved and report back to the Board.

REVIEW OF VOUCHERS

Director Curtis presented the vouchers for checks written February 22, 2019 through March 7, 2019 for an amount totaling \$597,242.07. There were no questions from the Board.

OPEN TO PUBLIC TO ADDRESS BOARD

There was a question from the audience regarding the cost analysis for the barge, she wanted to know when it would be completed. Vice President Ruttenberg and Commissioner Bernstein stated that completion of the cost analysis will likely occur in April or May 2019.

CLOSED SESSION

Motion was made by Commissioner Bernstein, seconded by Commissioner Grossberg to adjourn into Closed Session for discussion of Section 2(c)(1) – the appointment, employment, compensation, discipline of the District including legal counsel for the District; Section 2(c)5 – the purchase or lease of real estate including discussion on whether a certain parcel of property should be acquired; Section 2(c)6 – the setting of a price for sale or lease of property owned by the District; Section 2(c)8 – security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; Section 2(c)11 – litigation against or on behalf of the District or where the District finds that an action is probable or imminent; Section 2(c)21 – the discussion of minutes lawfully closed under the Act, whether for the purposes of approval of said minutes or for conducting the semi-annual review of the minutes as set forth in Section 2.06 of the Act; Section 2(c)29 – for discussions between internal or external auditors and the Board.
Roll Call:

Aye: Commissioner Grossberg, Vice President Ruttenberg, Commissioner Flores
Weisskopf, Commissioner Bernstein,
Nay: None
Absent: President Kaplan
Abstain: None

Motion Carried

Meeting was adjourned into closed session at 7:38 p.m.

Meeting was adjourned into open session at 8:30 p.m.

ACTION FROM CLOSED SESSION IF ANY

President Kaplan reported that the Board met in Closed Session under Section 2(c)(1) – the appointment, employment, compensation, discipline of the District including legal counsel for the District.

No action taken.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Ruttenberg and seconded by Commissioner Flores Weisskopf and approved by unanimous vote. The Board Meeting adjourned at 8:37 p.m.

Respectfully submitted,

Kathy Donahue, Secretary