

**MINUTES OF A FINANCE COMMITTEE MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE PARK DISTRICT OF HIGHLAND PARK HELD ON TUESDAY, MARCH 3, 2020 8:00AM AT WEST RIDGE CENTER IN THE BOARD ROOM, 636 RIDGE ROAD, HIGHLAND PARK, ILLINOIS 60035**

**Present:** Commissioner Bernstein, Vice President Ruttenberg, President Kaplan

**Also, Present:** Executive Director Romes; Director Peters; Director Carr; Director Voss; Director Smith; Assistant Director Henriques; Accounts Payable Lakoske; Executive Coordinator Hejnowski

**Guest Speaker:** None

February 4, 2020, Finance Committee Meeting minutes were approved. The meeting proceeded with an update on Park Avenue.

**Park Avenue Funding Model**

Executive Director Romes reported the Park Avenue Working Group has met three times to discuss potential repair or replacement concepts of the barge. The group narrowed it down to two possible concepts, Concept 3 which involves the removal of the current barge and replacing it with a cellular sheetpile with an 8ft walkway and Concept 7, which involves the removal of the current barge and replacing it with a precast walkway. The estimated cost for Concept 3 is around \$1.5million whereas the estimated cost for Concept 7 is around \$1million. Neither estimate includes additional amenities. Staff will contact SmithGroup to get updated costs including amenities.

Executive Director Romes discussed the funding model goals, which is to create a breakwater replacement plan that is consistent with the Park District's Missions and Financial Policies, the Park Avenue Working Group's Visions, and address long-term sustainability at the site; and to create a funding model that is practical, realistic, and fiscally responsible for both the short-term replacement of the breakwater and for the long-term future improvements supported by the development of the Park Avenue Master Plan. To achieve this goal, a public and private partnership must be established between the Park District and Park Avenue users, one which requires the boating community to fund a portion of the project.

Park District Staff, the Park Avenue Working Group, and the City of Highland Park Staff identified Concept 7, to be the most practical and fiscally responsible solution. Executive Director Romes and the Finance Committee Board Liaisons discussed the District's commitment to the site, assuming a private and public partnership is developed, reporting, the District is committed to funding 50% of the cost for the breakwater replacement, which is a \$750,000 investment. \$500,000 will be provided by the District and an additional \$200,000 assuming the District is awarded grant funds from recent applications. Executive Director Romes outlined the partnership requirements for Park Avenue Users, reporting that 50% of the breakwater cost, \$500,000, will be funded by Park Avenue users who store and launch boats, \$250,000 of which, must be received prior to construction at the site.

Executive Director Romes discussed how the \$500,000 from Park Avenue users will be sourced. Park Avenue users will need to cover annual user fees, which includes storage and launching. User fees are intended to create a surplus revenue that will support 50% of the cost of the breakwater replacement, capital repair, and development projects. These fees will continue to increase at a projected rate of 4% each year. Executive Director Romes shared a market comparison citing the user fees from Lake Forest, Winnetka, and Waukegan. Another funding option is for Park Avenue users to purchase a Boataminium Package. This option provides boaters with a 45% discount on annual storage and launching fees and can be transferrable to immediate family members. Boataminium holders will have paid the same amount as annual storage and launch pass holders but will receive a significant savings after 10 years. This will only be a successful partnership if a minimum of 17 Boataminium Packages are purchased. Boataminium Packages will be fully refunded if Park Avenue users are not able to meet the \$500,000 needed for a realistic partnership to contribute towards the breakwater replacement.

Executive Director Romes provided estimates of available funding should the partnership be established, and construction begins, suggesting that an advisory committee would continue to oversee the site and identify needs for the Park Avenue Master Plan. The next steps were outlined, and an estimated project timeline was presented, reporting the grant application will begin Spring 2022, project bid in Spring 2023, installation begins Fall 2023, and possible opening Spring 2024.

#### **Park Avenue Dredging Project**

Director Smith reported it is recommended a minimum of 6ft be dredged at Park Avenue, primarily in the channel and along the sand ramp, and shared two dredging options, either a base bid for mobilization or a base bid priced per cubic yard. The District budgeted \$37,000 towards the project and spent \$36,000 last year. Director Smith presented the bid tabulation, which includes quotes from John Keno and Company, DK Contractors, Inc., and Copenhagen Construction, Inc. Vice President Ruttenberg questioned if the District is planning to open and allowing boating operations this season. Director Carr and Director Voss stated the District plans to operate and is preparing for the upcoming season. Finance Committee Liaisons recommend Director Smith proceed with the Project.

#### **Park Avenue South Parking Pad**

Director Smith reported that the District received initial approaches and costs for repairs to the South Parking Pad at Park Avenue from SmithGroup, one approach is to rebuild the wall and add a rock revetment, which is estimated at \$108,000. Another approach is to build a sheetpile wall, which is estimated at \$65,000. Director Smith reminded the Finance Committee Liaisons that the District could receive up to 75% of the project funded by the Federal Government if awarded funds from the Public Assistance Program. Unfortunately, recipients will not receive notifications until the Fall, so the District would have to cover the project costs and wait for possible reimbursements.

Finance Committee Liaisons felt this should be tied to the breakwater replacement and become a part of the Park Avenue Site Master Plan, unless the site currently poses an immediate threat at which it would need to be addressed sooner. Staff feels the area does not pose an immediate threat but will place a temporary construction fence for added safety. Staff will reach out to the Sanitary District and the City of Highland Park to see if they are willing to help cover project costs.

### **Moraine Ravine Restoration and Path Repair**

Manager Grill reported that the Army Corps of Engineers (Corps) provided the District with updated Ravine 10 design and implementation costs, totaling \$5,232,000. In order for the District to receive federal contributions, restorations must be completed to the East and West of Sheridan Road. The District is working with the Army Corps and the City of Highland Park to develop a shared understanding of local project costs, especially for the Work East of Sheridan Road. The District and the City of and the City of Highland Park will need to sign a Project Partnership Agreement (PPA) provided by the Army Corps, before restorations can begin. Staff is estimating the District's local cost for path repairs at \$778,000 and the ecosystem restoration around \$900,000.

Manager Grill presented 4 different scenarios to address local project costs.

Scenario One, the District and the Army Corps will have a shared cost for the ecosystem restoration of \$447,425. The Army Corps estimated the pathway repairs at \$778,000, but the District will receive a \$216,515 Federal Contribution towards path repairs. The total project costs for Scenario One are a little over \$1million.

Scenario Two, the District and the Army Corps will have a shared cost for the ecosystem restoration of \$447,425. The District will partner with the Dan Creaney Company to complete the path repairs, which was estimated at \$500,000 and included an added amenity of a boardwalk. Since the District is still committed to restorations to the East and West of Sheridan Road the District can still receive a Federal Contribution. The total project costs for Scenario Two are a little over \$730,000.

Scenario Three, the District will only cover \$375,000 for the ecosystem restoration as budgeted for and will ask the City of Highland Park to cover more of the local project cost. The District will sign an agreement with the Dan Creaney Company to cover the path repairs estimated at \$500,000. The federal contribution is still applicable, so long as the City is willing pay a higher contribution. The total project costs for Scenario Three are a little over \$658,000.

Scenario Four, the District will only cover pathway repairs contracted by the Dan Creaney Company for \$500, 000.

Finance Committee Liaisons recommended Staff pursue Scenario Three, since the District has only budgeted \$375,000 towards the project. If the City of Highland park cannot afford the additional local project costs, the District will pursue the second scenario.

### **Community Park**

Manager Grill provided an update on the progress and status of the overall budget for the Community Park conversion project, noting that the total project costs are estimated at \$2,109,935, which also includes construction of the Skokie River Woods Gateway Path and Overlook. The District is receiving a little over \$600,000 in combined grant contributions from OSLAD, RTP, and IEPA, which will offset the District's Financial Impact to \$1,507,763, allowing the project to come in a little over \$430,000 under budget. The grant funds will provided added amenities to the site including an outdoor restroom, traffic circle, and interpretative signage.

Vice President Ruttenberg commended staff for providing a \$2million enhancement to the community, while only spending \$1.5million in capital funds.

Let the record show President Kaplan left the meeting at 9:55am.

Commissioner Bernstein asked when patrons would recognize significant changes at the site and what staff is doing to address and maintain the pond shorelines. Manager Grill suggest the changes will be recognizable next year and staff is working with pond specialists to address the duckweed, and is dying some ponds black to limit the amount of natural light into the ponds which will allow weeds to overcome the shorelines.

Commissioner Bernstein recommends staff place signage at the site and the Recreation Center of Highland Park promoting the future enhancements to the site.

### **Rosewood Park Drainage and Grading Project**

Director Smith reported that the Rosewood Park Ravine Path regularly experiences washout damage during rainstorms from water traveling down the path and over the bluff. As a result, staff contacted the Dan Creaney Company to develop a solution that will mitigate the impacts storms have on the trail and bluff. The plan calls for regrading and installation of drains in portions of the park, which water will be diverted to a drainpipe daylighting into the ravine. Additionally, a 75-foot portion of the ravine path is steep and regularly poses challenges for patrons, so the Dan Creaney Company is developing plans to regrade this portion of the path.

Director Smith reported this project was set to begin in 2019 but was pushed to 2020 due to lack of bids. After the third attempt to bid out the project the District received seals from four contractors, but the amounts we're much higher than the projected amount of \$250,000. None the less, staff feel the project is necessary and recommends completing the project in two phases over two years to save money. Director Smith recommended the lowest bidders, Kloepper Construction, Inc. to complete the drainage work and DK Contractors, Inc. to complete the path regrading. Director Romes reminded the Finance Committee Liaisons that staff may have to amend the capital plan and budget, since this is an unbudgeted project. The District has funds since the project was not completed in 2019, but they are no longer in that specific line item of the budget. Finance Committee Liaisons agreed with Director Smiths recommendation and asked staff to provide an update at the March 10 Workshop Meeting.

### **Golf Learning Center**

Director Smith reported that Park District Staff met with City Staff to discuss available funds for the asphalt resurfacing project needed for the parking lot at the Golf Learning Center. Since the City of Highland Park does not have funds available till 2022 for such repairs, the District proposed a Memorandum of Understanding. The MUD grants the Park District permission to complete the repairs this year and requires the City of Highland Park to reimburse the District for the project costs in 2022. Director Smith noted that the District budget's \$250,000 each year for asphalt work. Director Romes noted that the reimbursement funds coming from the city could be used towards asphalt paths at Community Park and the parking lot at the Recreation Center of Highland Park. Finance Committee Liaisons supported staff's decision.

### **New Items**

Director Peters reported that the Northern Illinois Municipal Electrical Collaborative (NIMEC) Agreement for electricity, per kilowatt hour, to the Recreation Center of Highland Park and the Country Club decreased by 20%, saving the District \$100 annually.

The next Finance Committee meeting will be held on Tuesday, April 7, 2020, at 8:00 a.m.

The meeting was adjourned at 10:27 a.m.