

**PARK DISTRICT OF HIGHLAND PARK  
BOARD OF PARK COMMISSIONERS  
MINUTES OF WORKSHOP MEETING  
AUGUST 11, 2020**

The Workshop Meeting of the Board of Park Commissioners of the Park District of Highland Park was conducted remotely due to the Governor’s Declaration of Emergency as a result of the COVID-19 Pandemic. Members of the public were able to view a live stream of the Workshop Board Meeting.

The meeting was called to order at 6:00 p.m. by President Ruttenberg.

**ROLL CALL**

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

**Absent:** None

**Staff Present:** Executive Director Romes; Director Smith, Director Voss, Director Dunn, Director Peters, Director Gogola, Director Carr; Assistant Director Maliszewski; General Manager/Superintendent of Golf Operations Ochs; Executive Coordinator Hejnowski

**ADDITIONS TO THE AGENDA** – None

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA** – None

**SUNSET VALLEY YOUTH GOLF DEVELOPMENT & SHORT GAME AREA  
PROJECT UPDATE**

Manager Ochs provided a brief update and shared images of the construction occurring at Sunset Valley Golf Club for the Youth Golf Development and Short Game Center. Some of the images include conceptual project drawings, shaping of the bunkers, sod, and seed installation, laying of hydro-mulch, and germination of the site after all construction was completed in early August.

Commissioner Bernstein would like to know if a screen will be installed to act as a barrier between the short game area and the fairway.

Manager Ochs reported that staff are hoping the honey locust trees will act as a barrier, but if additional protection is needed, staff will re-evaluate and install additional protection.

Commissioner Grossberg would like to know if any of our benefactors have recently seen the site since construction began.

Manager Ochs reported that Joel Hirsch and Doug Myslinski, the Director of Wadsworth Golf Charities Foundation, have seen the recent construction.

Manager Ochs provided a brief financial update reporting that this project is solely funded by donations received by the Parks Foundation of Highland Park, and a grant from the Wadsworth Foundation. The estimated overall budget for the project is \$200,000 and the Parks Foundation has received approximately \$178,583.64 in donations and grant funds for the Sunset Valley Youth Golf Development and Short Game Area and continues to accept donations for the necessary construction funding. Additionally, staff will be hosting an outing in the Spring of 2021 to raise donations to help cover the costs for the brick paver pathway. He provided a project timeline for the construction and completion of the brick paver pathway, reporting that the District will go out to Bid in the Fall of 2020, the installation will occur in the Spring of 2021, with an anticipated opening date in the late Spring of 2021.

Commissioner Grossberg would like to know if the Parks Foundation has been involved.

Executive Director Romes reported that the Parks Foundation conducted a groundbreaking ceremony and an article was written in the local paper.

Commissioner Grossberg would like the Parks Foundation to be more involved since the Youth Development and Short Game Center will be open to the public in the Spring of 2021.

President Ruttenberg would like to know if the community can donate engraved brick pavers.

Manager Ochs reported that staff and the Parks Foundation are promoting the engraved brick pavers donations.

Additionally, Executive Director Romes reported Joel Hirsch, who is a local amateur hall of famer donated \$129,000 to the project and he will be involved with the naming of the Youth Development and Short Game Center.

#### **THE PRESERVE OF HIGHLAND PARK PRE-CONSTRUCTION UPDATE**

Manager Grill reported that the Park District received the OSLAD Grant agreement on August 10th, so staff can begin the bidding process. The legal notice for the bid will be posted on August 18. Staff will present the construction face services proposal at the September 22nd Regular Board meeting, asking the Park Board of Commissioners to approve the proposal from Hey and Associates which includes construction work, engineering support, and review. The Park District is requiring on-call engineering support services in case additional work is needed. Once approved, construction will begin on October 1st. Manager Grill reported that if the Park District receives favorable bids than additional path work could be completed to enhance the project. Additionally,

the Park District received permits from the Stormwater Management Commission and are awaiting the and the final permit form the City of Highland Park. Manager Grill reported that the Illinois Department of Natural Resources (IDNR) has delayed the long-term schedule estimating that the project will be completed at the end of 2021 vs. the Fall.

Commissioner Bernstein would like to know if the cart paths and bridges will be ADA compliant.

Manager Grill reported that those projects are included in the alternate packages of the bid, so if the bids are favorable than the District can include ADA work for the cart paths and bridges.

Commissioner Grossberg would like to know what the site will look like a year from today.

Manager Grill reported that the amenities will be in place, the shoreline work will be completed, and new plants will be growing throughout the site.

Vice President Kaplan would like to know if the weeds will be eradicated along the paths.

Manager Grill reported that a substantial number of paths are being repaired, removed, and replaced which will eradicate the weeds.

Commissioner Grossberg reported that he would like the Parks Foundation to get involved.

Manager Grill reported that staff can revisit discussions shared with the Parks Foundation now that the project can commence.

### **MORaine PARK PATH IMPROVEMENT**

Director Smith reported that the path that leads down the ravine to the District's dog beach closed last spring after record-setting heavy rainfall caused sections of the path to fail. Since that time, staff has worked with the US Army Corps of Engineers, the City of Highland Park, several other engineering firms, and contractors to better understand what could be done to repair the path. Unfortunately, he reported that staff found that the current condition of the path does not permit a quick fix. As a result, staff hired the engineering firm, Daniel Creaney Company, to develop preliminary site improvement plans. Director Smith reported that the proposal from Daniel Creaney Company will be reviewed this evening, but staff are not seeking approval of the proposal at this time, this is just a project update.

Director Smith shared images of the flagstone park path prior to failure, aerial images of the site which includes Sheridan Road, the parking lot, and the path from the parking lot to the beach. Additionally, he shared images of amenities along the path including the wooden staircase, the concrete bridge, and the flagstone staircase. He reported that the path failures occurred at the base

of the bridge before the flagstone staircase and several areas past the flagstone staircase leading to the beach. As a result, the District hired the Daniel Creaney Company to develop concepts to repair the path and improve the site. Daniel Creaney Company conducted a topography survey of the site, explored construction access possibilities, conducted geotechnical and structural assessments, and developed multiple repair concepts. Director Smith reported that the proposed plan addresses three components to repair the site as a whole, which includes the path repair, drainage improvements, and steel wall improvements along the toe of the ravine. Lastly, Director Smith reported that the proposed repair would remove some of the flagstone pavers and some of the stone walls, however, the removal will not impact the historic areas of the path.

Commissioner Bernstein would like to know received confirmation that the areas in which stones will be removed are not historic.

Director Smith reported that staff received confirmation from the City of Highland Park, so if approved, the stones could be removed from the proposed areas along the path.

Director Smith introduced Bob Hansen, Engineer from Daniel Creaney Company, to present repair options.

Mr. Hansen reviewed 4 options for path improvements, which is the first component of the project.

***Option A:***

Mr. Hansen reported that this option would rebuild the walls on each side of the path where the failure occurred, remove the current flagstone pavers, compact the area, and a drain tile behind the first wall to prevent further water erosion to the path. However, engineers, we are fearful that the failure could still occur in the future.

***Option B:***

Mr. Hansen reported that this option would introduce a gabion basket where the water is currently draining. He reported that the gabion basket would be filled with stone to support the toe and add a drain tile. However, this does not provide enough support upstream so the failure could still occur in the future.

***Option C:***

Mr. Hansen reported that this option would introduce 2 gabion baskets along the backside of the path to support the slope which will prevent it from overturning. Additionally, a gabion basket will be placed downstream to support the toe and a drain tile added. However, engineers felt the gabion baskets would not provide enough support to the slope so the water would still cause problems that could lead to future failure of the path.

***Option D:***

Mr. Hansen reported that this option would remove the current walls and flagstone pavers of the path. The area would be regraded to redirect where the water is slowing and a boardwalk would be built in place of the original path. The boardwalk would be supported by soldier piles and helical anchors. Director Smith shared images of what the 5ft proposed boardwalk would look like.

President Ruttenberg would like to know if the District is prepared to change the character of the natural path to a wooden boardwalk.

Director Smith reported that staff are trying to keep as much of the path intact since it is natural and historic and only repair the problematic areas.

As for the second component of the project, Mr. Hansen reported that Daniel Creaney Company proposes the installation of drainpipes along the table bed to redirect the water flowing along the ravine, which will prevent further slope erosion.

As for the third component of the project, Mr. Hansen reported that Daniel Creaney Company proposes the installation of steel walls along the toe of the ravine. He reported the fill in the current steel cribs has been washed out, so engineers would use the remnants from the removed flagstone to fill in those walls and large boulders would be placed to help redirect the water around the front side of those steel structures.

Director Smith reported that the cost to create construction access is \$364,000, Option D for the proposed path repair would cost \$185,172, the drainage improvements would cost \$30,000, and the steel wall improvements would cost \$79,795. With a 10% contingency, Director Smith reported that the estimated construction costs would be \$364,063.

As for the timeline, Director Smith reported that staff could request approval at the August 25 Regular Board Meeting, construction documents would be developed by Daniel Creaney Company, and the project would be bid in the Spring of 2021, with construction beginning in the Summer of 2021, with the path reopening in the Fall of 2021.

If approved, Director Smith reported that the estimated total costs for the project would increase to \$421,763 due to the \$35,300 for the construction document and the \$22,400 which the District has already spent. He reported that of that \$35,300, \$26,500 covers the supplemental topographic survey, permit application and review, structural construction, boardwalk design consultation, and the site improvement plan, and \$8,800 covers bid assistance, construction staking, and construction coordination and observation.

Director Smith reported that \$500,000 was budgeted for this project in the 2020 capital plan, however, this project was put on hold due to pandemic. If the Park Board of Commissioners would like the dog beach to open next year than the District will need to spend \$35,300 this year on the construction documents so actual construction can occur in the Summer of 2021.

Commissioner Bernstein would like to know if \$35,000 is spent on construction documents but the District decides to put the construction on hold, could the District use those documents 2-3years from now.

Mr. Hansen reported that those construction documents could be used 2-3year from today.

Commissioner Grossberg would like to know if the drainage pipes will be visible.

Mr. Hansen reported that the drainpipe would be buried, and vegetation was placed over it. Trees would not be disturbed to install the pipe.

Commissioner Grossberg supports the idea of repurposing the flagstone for the steel wall improvements.

Vice President Kaplan would like to know if this path provides access to anything more than a dog beach.

Director Smith reported that this path strictly provides access to the dog beach. Jeff – yes, this is strictly a path to the dog beach.

President Rutenberg would like to know if the pathway would have to be closed if the Park District commences with the Ravine 10 Project with the City of Highland Park and the US Army Corps.

Director Smith reported that staff spoke with the US Army Corps to confirm that none of the work would be undone if the Ravine 10 Project commences, however access to the path may be closed, he will follow up with the US Army Corps.

President Ruttenberg is concerned that the Park District is considering a \$400,000 project which is only a pathway to the dog beach, the Ravine 10 Project could close this path once that project begins, and lastly, the Park District does not have a masterplan for the site so he would like a masterplan which could benefit the community vs. just a pathway to a dog beach.

**APPROVAL OF THE CARES ACT REIMBURSEMENT FROM LAKE COUNTY INTERGOVERNMENTAL AGREEMENT**

Director Peters reported that Lake County received \$122,000,000 in CARES Act money to be distributed to governmental entities in response to COVID-19. As of August 3<sup>rd</sup>, 2020, \$105,630 is the maximum CARES Act allocation available from the \$122,000,000 to the Park District. Director Peters reported that in order for the Park District to receive reimbursement for expenses related to COVID-19 for appropriate payroll expenses, sick and paid family and medical leave, costs related Personal Protective Equipment, sanitization, and disinfection, opening facilities, telework capabilities, legal and communications, the proposed intergovernmental agreement must be approved by the Park Board of Commissioners which has been reviewed and approved by legal counsel.

A motion was made by Commissioner Bernstein and seconded by Commissioner Grossberg to approve the CARES Act Reimbursement from Lake County Intergovernmental Agreement.

**Roll Call:**

**Aye:** Commissioner Bernstein, Commissioner Grossberg, Commissioner Flores Weisskopf, Vice President Kaplan, President Ruttenberg

**Nay:** None

**Absent:** None

**Abstain:** None

**Motion Carried**

**COVID-19 EMERGENCY OPERATIONS PLANNING UPDATE**

Director Romes reported that the state is still in Phase 4 of *Restore Illinois*, so staff will provide updates for the Recreation Center of Highland Park and the Lakefront.

***Recreation Center of Highland Park***

Director Carr reported that the indoor pool will reopen as of August 17<sup>th</sup>, the purpose of which is to offer lap swimming, which will be available Monday through Thursday mornings from 6:00 a.m. to 8:00 a.m. and evenings from 5:00 p.m. to close, as well as Friday through Saturday mornings from 6:00 a.m. to 8:00 a.m. The Department of Commerce and Economic Opportunity (DCEO) allows one swimmer per lane, so the indoor pool can accommodate 6 swimmers per time slot. The time slots must be reserved in advance and will be 90minutes in length, which includes the use of the showers and changing rooms. The schedule will adjust as of September 14 when learn to swim programs and rentals resume. Director Carr reported the fees are \$5 for currently suspended members, \$7 for residents, and \$9 for non-residents. Additionally, the District is

offering a 30day pass that could be used for lap swim or use of the fitness floor. The fees are \$50 for suspended members, \$70 for residents & \$90 for non-residents.

### ***Lakefront***

Director Carr provided a brief update of the swim season and security at lakefront properties. Director Carr reported that the weekday swim season typically concludes August 16th, however, staff can extend that until August 23rd. As of August 24th, lifeguards will no longer be available to monitor Rosewood Beach weekdays for public swim, however, lifeguards will still be present during lap swim. He reported that a supervisor and Park Ambassador will still monitor the site weekdays, even though swimming is no longer permitted after lap swim concludes. As for weekends lap swim and public swim will be available through September 27th.

Director Carr reported that Advanced Security Solutions began staffing security officers on August 7th. Thankfully, Director Carr reported that several Park Ambassadors are still available, so they are helping train those security guards to better enforce policies and ordinances. Three security guards from Advanced Security Solutions will be scheduled daily, being stationed at Rosewood Beach and Park Avenue. The third security guard will be scheduled as a floater, so they can travel as needed when situations arise. The shifts will be Monday – Thursday from 3:00 p.m. to 10:00 p.m., Friday from 3:00 p.m. to 11:00 p.m., and 1:00 p.m. – 11:00 p.m. Saturday – Sunday. Additionally, staff has begun issuing citations and received 19 parking violations. Unfortunately, payments from those violations have yet to be received.

Commissioner Bernstein would like to know if the District is offering swim at your own risk when lifeguards are no longer present weekdays.

Director Carr reported that the community is no longer able to swim when lifeguards are not present, so signage is being updated and staff on-site will enforce these rules.

President Ruttenberg would like to know how many people the indoor pool can accommodate on a given day.

Director reported that the indoor pool permits 18 people per day.

President Ruttenberg would like to know how many people can use the fitness center while patrons are using the indoor pool.

Director Carr reported that up to 75people can use the fitness center while people utilize the indoor pool for lap swim, which is around 100 at a time.

President Ruttenberg would like to know if other communities allow swim at your own risk and what does PDRMA recommend.

Director Carr reported that other communities permit swimming at your own risk, and PDRMA does not have a stance, they just require those District to have proper signage at the sites.

President Ruttenberg suggests staff and the Park Board consider allowing swim at your own risk as it provides a service to the community.

President Ruttenberg would like to know if the City of Highland Park receives the revenue from citations.

Director Carr reported that citation revenue is generated to the Park District.

### **REVIEW OF VOUCHERS**

Director Peters reported that the vouchers from the previous month was \$487,933.

President Ruttenberg would like to know if the \$9,000 purchase for hand sanitized can be reimbursed by the CARES Act policy.

Director Peters reported that the \$9,000 can be reimbursed and staff have already logged that expense.

### **ADJOURNMENT**

A motion was made by Commissioner Bernstein and seconded by Vice President Kaplan and approved by a unanimous vote. The Board Meeting adjourned at 7:12 p.m.

Respectfully submitted,

Brian Romes, Secretary