

NOTICE OF PUBLIC MEETING

In accord with the Statutes of the State of Illinois and the Ordinances of the City of Highland Park, a meeting of the Ravinia Festival Community Relations Commission of the City of Highland Park is scheduled to be held at the hour of 6:30 P.M., on Tuesday, October 14, 2014 in the Highland Park City Hall, 1707 St. Johns Avenue, Highland Park, Illinois, during which meeting it is anticipated that there will be a discussion of the following agenda:

City of Highland Park
Ravinia Festival Community Relations Commission
Tuesday, October 14, 2014
City Hall, 1707 St. Johns Avenue
6:30 P.M.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Review and Approval of Minutes: July 8, 2014
- IV. Scheduled Business
 - A. Business from the Public
 - B. Committee Reports
 1. Ravinia Festival
 - a) End-of-Season Update
 2. Transit
 3. Public Safety
 - a) Traffic Control Update
 - b) Crowd Control Update
 - c) Police Protection Update
 4. Parking Issues
- V. Other Business
 - A. Approval of 2015 Work Plan
 - B. Approval of 2015 Meeting Resolution
- VI. Adjournment

Posted at City Hall before 5:00 p.m. on October 8, 2014

**MINUTES OF A REGULAR MEETING OF
RAVINIA FESTIVAL COMMUNITY RELATIONS COMMISSION OF THE CITY OF
HIGHLAND PARK, ILLINOIS**

MEETING DATE: July 8, 2014

MEETING LOCATION: Pre-Session Room, City Hall 1707 St. Johns Avenue, Highland Park, IL

I. CALL TO ORDER

At 6:30 p.m. the Chairman called the meeting to order and asked the Staff Liaison to call the roll.

II. ROLL CALL

Members Present: Chair Borden, Vice-Chair Newman, Choos, Minor, Smith, Sanders, Schmitz

Student Members Present: Ross

Members Absent: None

Council Liaison Present: Kaufman, Mayor Rotering

The Staff Liaison declared that a quorum was present.

Staff Present: Commander Gerald (Jerry) Cameron, Lee Overholser, Linda Sloan- Interim Staff Liaison

III. APPROVAL OF MINUTES

**A. MEETING OF THE RAVINIA FESTIVAL COMMUNITY RELATIONS COMMISSION
– March 11, 2014**

Chair Borden identified a needed correction to the minutes on page 3; the word “notice” should be changed to “noticed.” Commissioner Choos moved approval of the minutes of regular meeting of the Ravinia Festival Community Relations Commission held on March 11, 2014 with the noted revision. Commissioner Minor seconded the motion.

On a voice vote, the Chairman declared that the motion passed, unanimously. Commissioner Minor voted “present.”

IV. SCHEDULED BUSINESS

Members of the Commission noted some matters of concern. Chair Borden has noticed that some livery were still dropping-off and picking –up at Ashland Pl. and Lambert Tree Ave.

Commissioner Choos noted operational considerations about handicapped parking spaces that were relocated on the railroad track side of Bennett Hall, and the grass length on the hill of the Opus lot where the handicapped parking is located. She thought the grass ought to be cut shorter to provide better footing for handicapped guests.

A. Business from the Public

Mary Curran, 375 Dell Ln., has lived in her home for 27 years. She explained that on large attendance nights the cell phone use in the park is so great that she cannot get a cell connection from her home. She had written a letter to city manager, council, and mayor about this problem and met with Welz Kaufman about it too. She also had concerns about the time-delay for ticketing illegally parked cars on local streets. She had talked to Welz Kaufmann and Pat Sanders about both of these issues. She understands that the police's first concern is safely parking Park guests, and then after the concerts begin they issue tickets on local streets. She did not fault of Highland Park Police, but has had the experience of being blocked-in her driveway recently. She has thought that in the last 10 to 15 years, the problem has been more intense, and she has suggested reducing the annual resident parking passes from four to two per resident. She has also discussed with Welz Kauffman that she thought a reduction in the number of pop shows would also help. She thinks the Ravinia Park a business run on the backs of tax-paying citizens and that for three months of the year the neighbors of the Park have a deteriorated quality of life where they have to arrange their lives around busy show nights.

Commissioner Sanders, followed-up with a comment that she had spoken to the Police Department, and they assured her, that if illegally parked cars are blocking driveways, dispatch will send a beat car immediately and neighbors, in that situation, should never have to wait for the active parking period to cease. Ms. Curran said she had spoke to the police department also, and understands that dispatch would send a beat car if an emergency. She asked that the Ravinia Park website be amended to emphasize that the Park is in a residential neighborhood, and that guest are reminded to be respectful about not leaving trash in yards and illegal parking; and, that they should be quiet coming and going from events. She also thought verbal recitation of this information to the audience at every performance would be effective.

Commissioner Bob Smith asked if the permit parking sign posted on Ms. Curran's street display the \$50 fine. Ms. Curran said she believes the fine has not been a deterrent—she thinks the public considers it cheaper to pay than obey. She has not noticed if the signs on her street include the \$50 fine. Commander Cameron confirmed that most of the signs do display the \$50 fine. Ms. Curran said that \$50 for a more convenient for location with less distance to schlep stuff was not a deterrent. Commissioner Smith observed that since the move to the \$50 fine, it was a great difference by his observation, but he thought it would be more effective if the fine is increased to \$100. Ms. Curran would like more prohibition (not permit only) of parking in general. She sees most passes in use on popular nights; even so many in use, that permits from addresses around the block park on her street.

Commissioner Cameron asked if on busy nights she sees all passes in full use. Ms. Curran noted that on those nights, cars park on both sides of her street.

Commander Cameron has spoken to the Police Communications Supervisor, after he had

discussion with Pat Sanders on these matters. The Communications Supervisor has reiterated to policing staff the rules regarding permit usage and there are officers assigned to enforcement. He also notes there had been a misconception about staffing levels of regular beat service on concert night. He assured the Commission that there is no reduction in regular beat service during Ravinia events. All special detail staff are contracted personnel for that Ravinia Park security, and the hour-for-hour costs plus equipment charge is reimbursed to the City. He noted that this year's addition of the Waukegan Police to the security service has helped assure staffing levels.

Ms. Curran stated that it is not an emergency if she can get out her street at one end of block and not the other, and that this is not cause for call to the police, but she does have one neighbor with frequent call for service and it is a concern.

The Chair recognized Mark Romo, who said he has noticed limos and limo busses continuing to dropping off on Ashland Pl. and Lambert Tree Ave. He wondered if these companies received information about the designated drop-off locations. Commissioner Schmitz responded that since these businesses are private it makes it impossible to know who they are and to send information. Commander Cameron noted that the situation is different for taxi companies. At the beginning of season, for locally licensed taxis and livery, a letter is sent with the designated drop-off/ pick-up at train stations. He explained that staff is posted along Lambert Tree to stop this behavior, and these personnel sometimes move around. Already this year 43 citations for stopping, standing have been issued; and, the officers do educate the offenders about the Metra lots and the early drop-off with a security-hold of a driver's license up to 30 minutes before a show.

Ms. Curran also spoke about a discussion she had with the Walgreens manager, who had asked her to call the park to announce that cars parked in the Walgreens lot will be towed. Commissioner Sanders noted that she has seen the tow signs posted and there is no need for that sort of announcement because Walgreens has the right to tow.

Mayor Rotering said that she had looked at the website and saw no mention of parking restrictions for the neighborhood. She thought this information ought to be posted as part of the existing information for first time visitors. Commissioner Sanders said she could talk to the Park's webmaster about such additional information.

Michael Cohen, 703 Ravinia Glen Place said he has noticed staff and not officers, and thought that last year more aides available. Commissioner Schmitz said they had changed some practices and that they are using adult staff to handle early arrivers. Mr. Cohen thought that for the most part this worked much better. He also thought that the additions to the website could provide more information on the designated pick-up drop-off at the train stations, especially for young kids. He noted that at pickup time there is not as much staff and kids are lingering, making noise and leaving garbage; he asked for more staff at end of show. He also thought the online ticket purchase web pages could mention the short distance to walk to Braeside Train Station for pick-up.

Commander Cameron mentioned some of the adjustments the police security had made to help on large concert nights; the CPAs are transitioned to work Green Bay Rd. and Lambert Tree after the main lot is full. Mr. Cohen mentioned that there are also CPAs at Marion, Stonegate, Leslee, and Cherry and that the adjustment definitely works better

than two years ago.

Mayor Rotering specifically asked for more staffing for debut shows that have sold out. She said that the night of Maxwell she sat for 9 light cycles at Green Bay Rd. Commissioner Sanders responded that there already is a different strategy for sold-out concerts.

Ms. Curran asked what happens with an emergency like lightning or a tornado. Commissioner Sanders explained the implementation of emergency response plans and the preparation for an evacuation, which they have never had to do. On a couple of occasions the Park has offered refuge in park buildings and suspended entry to the park (e.g. Alabama, Prairie Home Companion, Celtic Women); under certain conditions (severe weather warning) the Park is prepared to stop operations and open buildings for refuge, including use of Braeside School. She added that the Park depends on specific information issued by the National Weather Service.

B. COMMITTEE REPORTS

1. Ravinia Festival

Ms. Sanders introduced the planned project for the north gate bus turn-around. She noted that current conditions have existed since 1976 when began shuttle bus service. The bus loading areas is dusty with no designated walkway. There is only enough space to load maximum of two busses at a time; with the single-file, waiting queue only 45-60 persons can load at a time. The situation works, but is not fully effective or not safe, especially for a full evacuation scenario. Presently, in an emergency, all buses would stack on St. Johns and surrounding roads are closed. The new design is based on a internal experiment with a sold out night last year when pedestrians were asked to cross the street and then the Park was able to load 3 busses at a time. This experiment shaved 45 minutes from the normal emptying time. The design uses a similar separation of pedestrians and with queuing corrals that will allow up to 4 busses to load at one time.

Commissioner Schmitz explained the tree preservation, removal and landscaping, new concrete drive and asphalt path planned. These design aspects will separate pedestrians and still provide a good landscape screen/buffer. He explained that there will be both permanent and temporary fencing, and the area will have staff to control queuing, loading, the pedestrian bypass. He added that there will be 5 light posts added that match posts already on the Green Bay Trail, and that the lights will be shielded from the homes to the east with a timer to shut off at midnight.

Vice-chair Newman asked if there would be continuous movement of bike traffic while bus loading is occurring. Commissioner Schmitz responded that now bike zoom right through or move to the street, but that new signage will be installed as part of the project to help redirect bikes. He thought there would be only 90 minutes of continuous activity and then after that one bus here and there.

Commissioner Schmitz noted that the Park's engineer is still in discussion with Public Works about how to handle stormwater for these improvements; there may be a new curb or collection structure added. He reported on a meeting with immediate neighbors, three of

ten invited attended this meeting. Commissioner Schmitz clarified, that the intent to accommodate more busses, does not mean we will have more busses at all times, just that the busses will move through the pick-up cycle faster. Mayor Roterling agreed that the emptying of the Park would be quicker.

2. Transit

Lee Overholser gave the update of PACE shuttle service: in June over 80,000 shuttle riders and that July was going well. Maxwell had been the largest night of the season thus far. Overall, so far so good, with the bus operations; all busses are operating and everything is under control.

3. Public Safety- Traffic Control, Crowd Control, Police Protection and Parking Updates

Commander Cameron discussed the adjusted staffing for traffic control especially for large and extra large events. There is now increased pre-concert staff on Green Bay Rd. and along Lake-Cook, Saint Johns, and a post to help with pedestrians using Burton Ave. Also, Commander Cameron noted, there is now better coordination with the Botanic Garden traffic, especially for daytime Park events. As early as 10:30 am there are posts on Lake-Cook Rd. The Botanic Garden entrance also has a post, and the Garden is paying for this service. A new cone lane on these days is used to separate Garden traffic from east bound thru traffic.

He gave a reported on various policing activity: 20 drop-off enforcement tickets issued, crowd control in and out of park, additional staffing with Waukegan police, increased staffing in the pavilion on pavilion concert nights, and increased enforcement of alcohol possession and consumption on city right-of-way. Commander Cameron gave the to-date report on police action: one battery, two disorderly patrons ejected out of park. three EMS calls for minor injuries/ illness, one criminal trespass arrest, one battery to police officer, one cannabis and 5 alcohol possessions by minors- all caught prior to entry to park, parking citations to date: 37 east side permit violations, 67 west side permit violations, 43 for no stopping, standing, parking after 3:00pm.

Commissioner Smith asked if this was higher or lower amount of ticketed parking violations as compared to before installation of the signage with \$50 fine. Commander Cameron noted that tickets issued were greater. However, Commander Cameron attributed this increase to the change in the ordinance requiring that permits be used within 500' of permit-issued address; he reported 104 violations for on-street permit usage. Commissioner Smith question about whether or not all signs do have the \$50 fine displayed. Cameron that most displayed the fine and were updated when the no stopping, standing and parking restriction changed from 5 pm to 3pm. Cameron will double-check on the number of signs displaying the \$50 fine. Chair Borden did not think that the signs with fine displayed are on Ashland Pl. Cameron agreed to do an inventory of the signs. Commissioner Smith recommended all signs display the \$50 fine, all of them. He further recommended the fine increase to \$100. He understood that \$100 was a previous recommendation of the Commission, but that recommendation reduced to \$50 by the City Council. Commissioner Smith firmly believes it should be \$100 and made a motion for such.

Commissioner Choos departed from the meeting at 7:37 p.m.

Michael Cohen gave history on the increase of the fine to \$20 about five years ago. Commissioner Smith, recalled that was the first time the fine was posted on the sign. Chair Borden asked for a second to Mr. Smith's motion. Commissioner Sanders seconded the motion. Commissioner Sanders asked for clarification that the increase is intended just for the Ravinia season. Vice-chair Newman asked Commander Cameron for clarification on the ticket-writing policy for permit users greater than 500' from the residence associated with the resident parking permit. He asked if a ticket is issued to a permit user who enters the park and does not enter a residence. Commander Cameron explained that the rules for use of the resident permits are included in an annual letter to residents and that police can ticket by direct observation of misuse or by complaint.

Chair Border called for a voice vote on increasing posted parking violation to a \$100 fine. The motion carried unanimously, 6-0. Liaison Sloan said she would pass this information on in a memo.

D. OTHER BUSINESS

No one had business to discuss.

ADJOURNMENT

The Chair entertained a motion to adjourn the meeting.

Commissioner Sanders moved to adjourn.
Commissioner Schmitz seconded the motion.

On a voice vote, the Chair declared that the motion passed, unanimously.

The Commission adjourned its meeting at 7:47 pm.

Respectfully Submitted,

Linda S. Sloan
Interim Staff Liaison to the Commission

THE FOLLOWING IS TO BE COMPLETED AFTER THE MINUTES ARE APPROVED:

MINUTES APPROVED BY THE RAVINIA FESTIVAL COMMUNITY RELATIONS COMMISSION
ON ____ ____, 201__.

- WITH NO CORRECTIONS

COMMISSION: Ravinia Festival Community Relations Commission



CY2015 COMMISSION WORKPLAN SUBMITTAL

Jurisdiction and Purpose:

The Ravinia Commission shall discuss and resolve any additional areas of concern attendant to the joint interests of the City and the activities of the Ravinia Festival Association, develop recommendations for the timely resolution of all such areas of concern in appropriate form for forwarding to the governing bodies of the City of Highland Park and the Ravinia Festival Association for their mutual review and final action and perform all obligations, and complete all tasks, required of it pursuant to the special use permit governing the Ravinia Festival adopted by the City Council in Ordinance No. 13-06, as the same may from time to time be amended.

<u>CY2015 Objectives</u>	<u>Associated Funding Request</u>
Continue to provide a forum for the discussion and resolution of resident concerns regarding traffic, parking, noise, and public safety concerns generated by the Ravinia Festival	

<u>Commission Operating Expense Requests</u>	<u>Amount</u>
Dinner	\$200
Meeting Notices	\$200

CY2015 TOTAL REQUEST: _____ **\$400**
CY2014 BUDGET: _____ **\$400**

<u>CY2014 Workplan Objectives</u>	<u>Status</u>
Provide a forum for the discussion and resolution of resident concerns regarding traffic, parking, noise and public safety concerns generated by Ravinia Festival	Ongoing

A RESOLUTION SETTING THE SCHEDULE OF REGULAR MEETINGS OF THE
RAVINIA FESTIVAL COMMUNITY RELATIONS COMMISSION
OF THE CITY OF HIGHLAND PARK

WHEREAS, Act 120 of Chapter 5, Illinois Compiled Statutes, requires the Ravinia Festival Community Relations Commission to give public notice of its schedule of regular meetings at the beginning of each calendar or fiscal year;

NOW, THEREFORE, BE IT RESOLVED BY THE RAVINIA FESTIVAL COMMUNITY RELATIONS COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

SECTION ONE: That the Ravinia Festival Community Relations Commission of the City of Highland Park, Lake County, Illinois adopts hereby the public notice of its regular meetings in the following form:

PUBLIC NOTICE

The Ravinia Festival Community Relations Commission of the City of Highland Park will convene at 6:30 P.M. at City Hall, 1707 St. Johns Avenue, Highland Park, Illinois, to conduct its regular meetings during calendar 2015 upon the following dates:

March 10th
July 14th
October 13th

SECTION TWO: That the Secretary of the Ravinia Festival Community Relations Commission of the City of Highland Park be and is directed hereby to post a copy of the Public Notice contained in this Resolution in the City Hall Administrative Offices and to supply copies of this Notice as and in the manner provided by law.

SECTION THREE: That this Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED:

APPROVED:

Barbara Borden, Chair

ATTEST:

Linda Sloan, Interim Secretary