

**MINUTES OF THE 2353rd
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, DECEMBER 13, 2018**

President Archambault called the meeting to order at 6:32 p.m.

Commissioners Present: Mickey Archambault, Teresa Claybrook (by phone and arrived in-person at 7:15 p.m.), Warren James, Ian Larkin (arrived at 7:33 p.m.), John Peterson (excused himself at 7:25 p.m.) and John Thomas (excused himself at 8:02 p.m.). Commissioners Absent: Eric Lussen. Staff Present: John Muno, Executive Director; John Shea, Superintendent of Recreation; Christine Berman, Superintendent of Finance; Costa Kutulas, Superintendent of Parks; Mary Cherveney, Administrative Services Manager; Kelsey Raftery, Marketing Brand Manager and Kellie Edwards, Landscape Crew Supervisor.

Audience Present: Jo Ann Jahant, Alan Freemond, Thomas Bittman, Todd Marver, Kim Marsh, Elizabeth Lane, Jeremy Marino, Jessica Pilon, Scott Freres, Don Matthews, Bob Braham, Amy Hilarides, Carl Lane, Jen Kocour, Rory Hackbarth, Bob Stephens, Carla Stephens, Heidi Mitidiero, Victoria Craig, Allen Welch and Cindy Monnig.

ADDITIONS/CHANGES TO AGENDA

None

APPROVAL OF NOVEMBER 2018 FINANCIALS

Vice President Peterson made a motion to approve the November 2018 Financials. Commissioner Thomas seconded the motion.

Superintendent of Finance, Christine Berman reviewed the November 2018 Financials, pointing out that we are tracking as anticipated for the year. A \$45,000 bill from North Shore Country Day makes up the bulk of revenue still outstanding. Additional CD investments made and the BMO Harris Bank money market account is down to \$241,000. President Archambault congratulated staff on the budget. Passed by voice vote.

APPROVAL OF VOUCHERS

Commissioner Thomas made a motion to approve the December 13, 2018 vouchers for \$908,913.44. Commissioner James seconded the motion. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Peterson, Thomas. Nays: None. Motion carried.

REMARKS FROM VISITORS

Resident Elizabeth Lane and spokesperson for most of the audience, voiced her interest in the Winnetka Park District creating a Dog Park. It is an unmet need in the community. She went on to outline the requirements and challenges, but did not feel these were unsurmountable. She stated

Continued minutes from the 2353rd
Regular Board meeting
December 13, 2018

that the group is willing to work with the Park District on a project that would meet with community acceptance. She respectfully asks that the Board consider taking future action.

Resident Jeremy Marino clarified the “we” is the unorganized Winnetka dog owners, who see each other around town, wait for others to pass on sidewalks, etc. All looking for a permit option for an off-leash dog park. Over 70 names are on their email list interested in a dog park.

Resident Jennifer Kocour stated that there are residents in apartments that need an off-leash area. She currently goes to Deerfield to take her dog. An enclosed dog park area is needed and she supports this potential project.

Resident Rory Hackbarth acknowledged the existing dog beach, but stated that many do not utilize for various reasons, including not usable during winter months when stairs are icy and hazardous, clean-up and not handicap accessible.

Resident Tom Bittman and others have met with park staff and told that the next step would be to take their request to the Park Board. Feels that the Park District is the proper authority to address this request and oversees most of the open space in the community.

President Archambault thank them for all their comments and directed staff to reach out to the group for further discussions. Executive Director John Muno will contact Elizabeth Lane who has an email list for further communication.

APPROVAL OF MINUTES

Vice President Peterson made a motion to combine the Committee of the Whole meeting minutes of November 8, 2018 and the Regular Park Board meeting minutes of November 15, 2018 into a consent agenda. Commissioner Thomas seconded the motion. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Peterson, Thomas. Nays: None. Motion carried. Commissioner Thomas made a motion to approve the consent agenda and Commissioner James seconded the motion, which passed by a voice vote.

COMMUNICATIONS

None

NEW BUSINESS

FY2019 Budget and Appropriation Ordinance #568

Commissioner James made a motion to approve FY2019 Budget and Appropriation Ordinance #568 as presented. Commissioner Thomas seconded the motion. Commissioner James stated great job on the budget process and fellow commissioners echoed this comment. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Peterson, Thomas. Nays: None. Motion carried.

Continued minutes from the 2353rd
Regular Board meeting
December 13, 2018

Winnetka Parks Foundation Update

Executive Director John Muno provided a brief update on the direction of the Winnetka Parks Foundation. This included:

- Vice President Peterson's efforts
- 2 of the 3 board members stepping down but helping through transition
- Reorganization/membership recruitment
- Adding major gift giving component

Vice President Peterson thanked Executive Director Muno for his efforts and asked all board members to submit names to Executive Director Muno for different roles within the Foundation. The goal is greater and more active participation at the Foundation level. Vice President Peterson also thanked Marketing Brand Manager for her efforts assisting the Foundation with the new website. Commissioner candidate Colleen Knupp asked about the make-up of the Foundation Board, which Executive Director Muno clarified, was three Board positions, but additional positions could be considered.

UNFINISHED BUSINESS

2019 Board Meeting Schedule

Vice President Peterson made a motion to approve the 2019 Board meeting schedule as presented and direct staff to publically post this information. Commissioner James seconded the motion. Administrative Services Manager, Mary Cherveney reiterated the changes this schedule. This includes:

- February 14 COW meeting changed to Wednesday, February 13
- Added in the March 21 Regular Meeting
- Added the Annual Meeting to the May 16 schedule
- Moved June 27 Combined COW & Regular Meeting to June 20
- Changed all meetings to 5:30 p.m. start time

Vice President Peterson asked if the incoming board members were aware of the schedule. Administrative Services Manager Cherveney stated that both incoming Commissioners received the packet with information.

A roll call vote was taken. Ayes: Archambault, Claybrook, James, Peterson, Thomas. Nays: None. Motion carried.

Winnetka Waterfront 2030 – Lakefront Master Plan Update

Superintendent of Parks, Costa Kutulas stated that tonight's presentation focus is on Tower Road, Maple Street, Elder Lane and Centennial Parks/Beaches. Lloyd Park/Beach will be on the agenda in January. Scott Freres from the Lakota Group presented the updates plans for each park/beach and the tiers for suggested implementation. The updated plans are a culmination of the Park Board feedback and the internal work by consultants, staff, and Board liaison, Commission James. This is a deeper dive into Winnetka Waterfront 2030 Plan. Across the board, bluff land restoration are

Continued minutes from the 2353rd
Regular Board meeting
December 13, 2018

tier I projects. During Elder Lane and Centennial Park/Beach presentation, Commissioner Claybrook asked about utilizing existing access road, which Freres indicated later in the presentation that access focus is toward the south end. This is due to several factors, including greater impact to the area, need for a 1-12 foot retaining wall, encroachment to the the proposed acquisition property and the desire to move more focus to the south end. There was some brief discussion about retaining the house if the property between the two parks was acquired in the future. Scott Freres also shared the detailed cost estimate matrix in progress for each component. President Archambault asked when the matrix would be ready for Board review/discussion. Freres stated the completed version should be ready after short review, for Board discussion, in January. Commissioner Claybrook asked if this plan outlines details for bluff restoration, which Freres confirmed it does. Commissioner James asked about the planned stair material at Tower, which Freres stated was concrete. Commissioner James asked for steel grade consideration. Commissioner Thomas asked if communication with the Village has taken place regarding their property at Tower Road Beach. Executive Director Muno said that staff is communicating plans to the village to keep them apprised. Commissioner asked Don Matthews from Gewalt Hamilton if we have any soil borings yet. No borings yet. This would done after structure placements are determined. Timeframe would be early spring. President Archambault suggested environmental studies as well. Commissioner Claybrook questioned if the best use of the beach house at Tower is renovation or rebuild. This plan addresses the footprint. The building is flexible at this time.

Superintendent of Parks Costa Kutulas stated that the next step is community engagement and was looking for Board consensus, which he received. Jessica Pilon from the Lakota Group asked if the tiers worked for the Board, which Commissioner James stated the necessary sequencing needs to be clear, enabling the Board to make prior decisions. Commissioner Claybrook agreed.

MATTERS OF THE DIRECTOR

Executive Director, John Muno provided an update on the outdoor refrigerated ice rink including flooding and communication. Commissioner Claybrook asked if the rink could have gone up two weeks earlier, which Executive Director Muno stated yes. There was some discussion about weather conditions and ability to produce ice. Next week, Executive Director Muno and Commissioner Claybrook have a meeting with School District #36 to further discussions about gym expansion and other Forward Ready plans.

BOARD LIAISON REPORTS

Commissioner Thomas provided updates on the New Trier Township and need for Roberts Rules training and ideas for email list expansion.

REMARKS FROM VISITORS

None

Continued minutes from the 2353rd
Regular Board meeting
December 13, 2018

STAFF UPDATES

Superintendent of Recreation, John Shea provided updates on all the holiday events. He also stated the the Winter Break Camp will be offered again and staffed by some of the summer camp employees. Basketball started last week with games. President Archambault stopped by Santa's Visit and said it was awesome. Great crowd, kids were excited and Santa was great. Commissioner Larkin about camp sign ups and Superintendent Shea said the numbers are down based on where the holiday fall, but within budget projections.

Superintendent of Parks, Costa Kutulas provided updates on the Golf Clubhouse storefront, the Golf Service Center outbuilding work and the Indian Hill Shelter work. Commissioner Claybrook asked if the Indian Hill Shelter doors will be key pads as discussed, which Superintendent Kutulas stated that currently we are going with the key locks as bided, but could be re-visited later. He also introduced Landscaping Crew Supervisor, Kellie Edwards. President Archambault asked about ice-making temperatures. Superintendent Kutulas stated that the sun during the day affects the quality of ice. Actual ice making occurs primarily during overnight hours. The temperatures play a greater role in the non-refrigerated rinks where conditions need to be consistently in the 20's during the day and teens at night. An extended forecast in the 30's, will make all efforts wasted. President Archambault also asked if any work could be done on the west end of Green Bay Trail since the work on the east looks so good. Superintendent Kutulas said he could probably take a mower down there but would need to visit first.

Administrative Services Manager, Mary Cherveney provided an update on the staff's involvement in the New Trier Township Caring Neighbors program and Caucus representatives filed petitions for the four-slated candidates on December 11.

CLOSED SESSION

Commissioner Claybrook made a motion to enter into Closed Session at 8:03 p.m. for the purpose of Semi Annual Review of Closed Session Minutes - Sect. 5 ILCS 120/2 (c) (21). Commissioner Larkin seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin. Nays: None. Motion carried.

At 8:08 p.m. Commissioner James made a motion to return to Open Session. The motion was seconded by Commissioner Claybrook and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin. Nays: None. Motion carried.


Commissioner James made a motion to approve the release of the closed session minutes from 7/26/18. Commissioner Claybrook seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin. Nays: None. Motion carried.


Commissioner James made a motion to approve the disposal of tapes from the closed session minutes from 2/9/17 and 3/23/17. Commissioner Claybrook seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin. Nays: None. Motion carried.

Continued minutes from the 2353rd
Regular Board meeting
December 13, 2018

ADJOURNMENT

Commissioner Claybrook made a motion to adjourn the meeting at 8:09 p.m. Commissioner James seconded the motion, which passed by a voice vote. Motion carried.



Mickey Archambault, President

John Muno, Board Secretary