

**MINUTES OF THE 2355th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, FEBRUARY 28, 2019**

President Archambault called the meeting to order at 5:30 p.m. Commissioners Present: Mickey Archambault, Warren James, Ian Larkin, Eric Lussen, John Peterson and John Thomas. Commissioners Absent: Teresa Claybrook 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; and Kelsey Raftery, Marketing Brand Manager. Audience Present: Todd Marver, Don Smith, Colleen Knupp, Liz Kunkle and Steve Juliusson.

ADDITIONS/CHANGES TO AGENDA

None

APPROVAL OF FINANCIALS

Commissioner Thomas made a motion to approve the December 2018 Financials as presented. Vice President Peterson seconded the motion. Superintendent of Finance, Christine Berman stated that there may be some audited changes but finished the year with a \$438,000 surplus. Most of our money moved to higher yielding investments, but BMO Harris Bank would reflect operational payments, including \$200,000 in outstanding payments. Passed by voice vote.

Commissioner Thomas made a motion to approve the January 2019 Financials as presented. Commissioner Lussen seconded the motion. Superintendent of Finance, Christine Berman not much to highlight with a month in to the fiscal year. Last year, there were tax pre-payments reflected in January 2018, but not in 2019. Passed by voice vote.

APPROVAL OF VOUCHERS

Commissioner Thomas made a motion to approve the February 28, 2019 vouchers for \$930,379.81. Commissioner Lussen seconded the motion. Commissioner Thomas pointed out that President Archambault's voucher questions received answers ahead of the meeting. President Archambault made it a point to review this month's vouchers in its entirety and expressed an appreciation of all the staff work. He asked Superintendent of Parks, Costa Kutulas to provide content to the Green & Associates payment. Superintendent Kutulas stated it was the close out payment on the Golf Service Center work. This money came from the withheld money from the contractor's work that was incomplete and the entire Tennis Center roof project. Commissioner Peterson sought clarification on payment for staff training, which Superintendent Kutulas provided. Commissioner Thomas reminded the Park Board that another commissioner will be needed to review vouchers when he leaves office in May. All voucher questions are available in the backup materials staff provides. A roll call vote was taken. Ayes: Archambault, James, Larkin, Lussen, Peterson, Thomas. Nays: None. Motion carried.

REMARKS FROM VISITORS

Resident, Steve Juliusson spoke about his concerns for Park District use of pesticides. He first approached the Park District in February 2016 with the idea of turning a park an organic test park. He stressed his opinion that no levels of pesticide use is safe. He feels that public non-use would bring focus to residential use of pesticides.

APPROVAL OF MINUTES

Commissioner Thomas made a motion to combine the Committee of the Whole Meeting Minutes of January 10, 2019, the Closed Session Meeting minutes of January 10, 2019, the Regular Board Meeting Minutes of January 17, 2019 and the Committee of the Whole Meeting Minutes of February 13, 2019. Commissioner James seconded the motion. A roll call vote was taken. Ayes: Archambault, James, Larkin, Lussen, Peterson, Thomas. Nays: None. Motion carried. Commissioner Thomas made a motion to approve the consent agenda. Commissioner Lussen seconded the motion. Passed by voice vote.

COMMUNICATIONS

None

UNFINISHED BUSINESS

Policy Manual Chapters 1-4 (First Reading)

Commissioner Thomas made a motion to approve the first reading of Chapters 1-4 of the policy manual as presented. Commissioner Larkin seconded the motion. President Archambault commented on the editing work and that the read was interested, especially related to Park District history. Passed by voice vote.

Northfield Park District Beach/Fitness Reciprocal Agreement

Commissioner Thomas made a motion to approve a one-year reciprocal agreement for 2019 with the Northfield Park District as presented. Vice President Peterson seconded the motion. Superintendent of Recreation outlined the February 13 Committee of the Whole presentation and outlined the fitness pass usage by Winnetka residents. President Archambault asked Superintendent Shea is there were any issues with last year's agreement, which there were none documented issues. A roll call vote was taken. Ayes: Archambault, James, Larkin, Peterson, Thomas. Nays: Lussen.

Winnetka Waterfront 2030 – Lakefront Master Plan Update

Superintendent of Parks, Costa Kutulas provided and update on the planned open houses for community engagement on March 6 and 9. Commissioner Larkin asked about the marketing plan for the open houses. Superintendent Kutulas outline the marketing, which included direct mailing to residents within 500 ft. of the lakefront parks, website, social media, email to beach/launch pass holders, press release, Village website, village e-newsletter and signage at park sites. Through continued discussion, a second email will be sent out with the subject line reflective of the open house. Superintendent Kutulas also shared that Winnetka Park District was mentioned in a recent IDNR publication. A copy will be sent to the Park Board.

NEW BUSINESS

Purchase of Track Skid Loader

Commissioner Thomas made a motion to approve the purchase of (10) 2019 Case TV370T4BC from Burriss Equipment of Waukegan, Illinois as presented at a cost of \$66,039.94.

Commissioner Lussen seconded the motion. Superintendent Kutulas outline the use of this skid loader. Rental fee is \$175 per hour and the District has spent \$27,000 in rental fees over the past three years. Commissioner Larkin asked if we explored leasing, which Superintendent Kutulas confirmed but determined a purchase was the better route. A roll call vote was taken. Ayes: Archambault, James, Larkin, Lussen, Peterson, Thomas. Nays: None.

MATTERS OF THE DIRECTOR

Executive Director, John Muno shared the recent article on the Village's work with the Forest Preserves on future planning of a boathouse at the Skokie Lagoons. Staff spent workshop time on Dog Park planning. It will be on the March 21 agenda. There was some discussion about the Park District involvement with the Forest Preserve. Informally the staff keeps up on the activities of the Forest Preserve, but currently nothing formal.

BOARD LIAISON REPORTS

Commissioner Thomas provided an update on New Trier Township and Winnetka Youth Organization.

President Archambault stated there was nothing new to report on stormwater.

REMARKS FROM VISITORS

Resident Liz Kunkle echoed Mr. Juliusson comments early. She would like the Park District to use little or no pesticides. She also reminded the Board that they would like Park representation on the Environmental Forestry Commission (EFC). President Archambault will follow up on that opportunity, as Chuck Dowding did reach out.

STAFF UPDATES

Superintendent of Recreation, John Shea shared information on the Daddy Daughter Date Night, Mother Son Date Night, Camp registration, House League Basketball wrap-up and summer employment.

Marketing Brand Manager, Kelsey Raftery highlighted the summer camp marketing plan and its success to-date. There was further discussion on the marketing, revenue and competition. Commissioner Lussen expressed that residents have sent their kids to other camps, but did not have a great experience and are coming back to our program.

Administrative Services Manager reminded the Board about the Winnetka Youth Organization fundraiser.

CLOSED SESSION

Commissioner Thomas made a motion to enter into Closed Session at 6:14 p.m. to discuss the purchase or lease of real property for the use of the public body - Sect. 5 ILCS 120/2 (c) (5). Commissioner Lussen seconded the motion and a roll call vote was taken. Ayes: Archambault, James, Larkin, Lussen, Peterson, Thomas. Nays: None. Motion carried.

At 6:23 p.m., Commissioner Thomas made a motion to return to Open Session. Commissioner Lussen seconded the motion and a roll call vote was taken. Ayes: Archambault, James, Larkin, Lussen, Peterson, Thomas. Nays: None. Motion carried.

There was not action taken.

ADJOURNMENT

Commissioner James made a motion to adjourn the meeting at Thomas 6:24 p.m. Commissioner seconded the motion, which passed by a voice vote. Motion carried.



Mickey Archambault, Board President



John Muno, Board Secretary