

**MINUTES OF THE 2356th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, MARCH 21, 2019**

President Archambault called the meeting to order at 5:30 p.m.

Commissioners Present: Mickey Archambault, Teresa Claybrook, Warren James, Ian Larkin, Eric Lussen (arrived at 5:56 p.m.), John Peterson and John Thomas. Commissioners Absent: None. 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 Rick Schram, Landscape Architect. Audience Present: Don Smith, Regan Murphy, Janine Sheridan, Kristin Kalter, Alan Freemond, Jo Ann Jahant, Thomas Bittman, Elizabeth Lane, Scott Freres, Jessica Pilon and Jon Shabica.

ADDITIONS/CHANGES TO AGENDA

None

APPROVAL OF FINANCIALS

Commissioner Thomas made a motion to approve the February 2019 Financials as presented. Vice President Peterson seconded the motion. President Archambault noted that programs and up, most notably summer camps. Vice President Peterson asked if there was a reason for the increase, which Superintendent of Recreation, John Shea stated was due to the new marketing campaign. Commissioner Claybrook asked if the increase was for all camps. Registration is up across the board, with the exception of Middle School Madness, which is down slightly. President Archambault asked if there are any anomalies in the financials. Superintendent of Finance, Christine Berman there was not. Commissioner Thomas stated that this was the time of year that pro shop merchandise is purchased. Passed by voice vote.

APPROVAL OF VOUCHERS

Commissioner Thomas made a motion to approve the March 21, 2019 vouchers for \$930,379.81. Vice President Peterson seconded the motion. President Archambault asked Superintendent Berman if there was anything out of the ordinary, which she stated there was not. Commissioner Claybrook asked if the beach key card purchase was a new system, which Superintendent Shea stated were 2019 supplies. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Peterson, Thomas. Nays: None. Motion carried.

REMARKS FROM VISITORS

Resident Elizabeth Lane expressed an interest in the Dog Park planning be placed as a high priority by the Park Board. She is appreciative of the work staff has done to date.

APPROVAL OF MINUTES

Commissioner Thomas made a motion to combine the Regular Park Board Meeting Minutes of February 28, 2019 and the Closed Session Meeting Minutes of February 28, 2019. Commissioner James seconded the motion. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Peterson, Thomas. Nays: None. Motion carried. Commissioner Thomas made a motion to approve the consent agenda. Vice President Peterson seconded the motion. Passed by voice vote.

COMMUNICATIONS

None

NEW BUSINESS

Winnetka Caucus Council Visit – Regan Murphy Parks Chairperson

New Parks Chairperson, Regan Murphy shared that this year's Parks Committee is comprised of five resident volunteers. She is here in preparation for this year's park questions for the caucus survey. What critical questions needed to be asked? Some feedback and discussion from Park Board members included: Off-Leash Dog Park, Lakefront Master Plan (awareness, planning and schedule) Capital Projects, Green Bay Trail, Inter-Governmental Collaboration and Stormwater. The questions need to be responsive, and not something, that is already in motion. Chairperson Murphy will resend last year's survey with timeline and ask the Board to reflect on potential questions. President Archambault thanked Chairperson Murphy for her service.

NSSRA Building Resolution

Vice President Peterson made a motion to approve NSSRA Property Acquisition resolution #032119 as presented. Commissioner Thomas seconded the motion. Commissioner Claybrook asked if there was any feedback from the other agencies. Executive Director, John Muno stated that so far it was all favorable. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Peterson, Thomas. Nays: None. Motion carried.

July 4 Fireworks Contract

Commissioner Thomas made a motion to approve a three-year agreement with Melrose Pyrotechnics for July 4th fireworks at an annual cost of \$37,500. Commissioner James seconded the motion. Commissioner Claybrook, asked about Melrose's unsatisfactory performance two years ago. Superintendent Shea shared the circumstances that lead to the poor performance and how it was rectified. There is a good working relationship in place over these past 27 years. Commissioner Larkin asked for a music update. Vice President Peterson asked if there are other companies. Through Superintendent Shea's due diligence, he was not confident that the other vendors had the experience or skill-set to match or exceed Melrose. The price increase is due to additional five minutes and overall increased costs shipping from overseas. President Archambault asked if increased donation would be applied to next year's show, which Executive Director Muno stated would be applied to the entire Fourth of July festivities. Commissioner James asked what other local municipalities spend on their show. Superintendent Shea said it was a comparable. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Peterson, Thomas. Nays: None. Motion carried.

AYSO Affiliate Agreement

Commissioner Thomas made a motion to approve a one-year affiliate agreement with AYSO as presented. Vice President Peterson seconded the motion. Superintendent Shea stated this is a one-year agreement so that next year all affiliate agreements sink up. There are no other changes to the contract. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Peterson, Thomas. Nays: None. Motion carried.

Equipment Replacement – Grounds Master 3280-D 4WD

Commissioner Thomas made a motion to approve the purchase of one new Toro Grounds Master 3280-D mower from Reinders Company of Sussex Wisconsin for the price of \$40,493.29 includes trade-in allowance as presented. Commissioner James seconded the motion. Superintendent of Parks, Costa Kutulas will be part of the main fleet and he described how this equipment will be utilized. Commissioner James asked if this price is less than the budgeted amount, which Superintendent Kutulas confirmed. The budgeted amount was \$42,000. President Archambault asked if there was a service contract, which there is not but there is a standard warranty. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Lussen, Peterson, Thomas. Nays: None. Motion carried.

Maple Street Beach Boardwalk

Commissioner Claybrook made a motion to approve for staff to enter into contract with F.H. Paschen, S.N. Nielsen & Associates LLC from Chicago, Illinois to complete the Maple Street Boardwalk Project as presented for \$82,300. Commissioner Thomas seconded the motion. Commissioner Claybrook expressed her pleasure that we are moving forward with this project. Superintendent Kutulas shared the scope of the entire project. Commissioner Claybrook asked if this project included the gabion basket wall, which Superintendent Kutulas said was not, but will be taken care of in-house through repairs and maintenance. Commissioner Lussen asked if the chairs will be portable. Superintendent Kutulas said they will be somewhat portable as they will be fastened under the deck and not bolted directly to the deck. Commissioner Thomas sought clarification on demolition, which Superintendent Kutulas provided. Vice President Peterson asked about the in-house demolition and risk factors, which Superintendent Kutulas provided. He also asked the life expectancy of the decking, which is 35 years. President Archambault asked if this work would be completed by Memorial Day, which Superintendent Kutulas confirmed.

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

UNFINISHED BUSINESS

Off-Leash Dog Park

Executive Director, John Muno provided a brief introduction and then Superintendent of Parks, Costa Kutulas guided the Park Board through a power point presentation. Focus of the presentation was past history on the subject, communications, local dog park site visits, base criteria, dog park amenities, potential park sites for further consideration and next steps. The parks and sites included West Elm Park, Crow Island Park, Sheridan Road Park (Village owned) and Landfill – lower level parallel to Willow Road (Village owned). Commissioner Claybrook asked why off-street parking was the preference. Superintendent Kutulas stated due to potential on street parking restrictions and being mindful to our adjacent neighbors. Commissioner

Thomas stated that history did not address off-street parking, which may help elevate neighbor concerns. Commissioner Larkin asked what the reaction of the Village was. Superintendent Kutulas stated they were open-minded but shared the same concerns related to impact on neighbors. Commissioner James stated that any neighbor sites would require tremendous vocal support from the dog park advocates. The decision needs to be made based on the most appropriate site that will meet the community needs. Commissioner Thomas agreed. Commissioner Claybrook asked if we would be considering one park or two, Executive Director Muno stated the focus would be on one park at this time. President Archambault as about operational maintenance and costs, which Landscape Architect, Rick Schram stated that most of the parks visited had a time period when it was closed for maintenance. Park and on-going maintenance and operational costs would be introduced in staff's next steps. Commissioner Claybrook asked if the water features would be included in the plan. Superintendent Kutulas would establish a base plan with additional amenities as additional phases. Superintendent Kutulas is looking for Board direction to narrow down sites for further investigation. After further conversation, it was determined to take a closer look at West Elm Park, Crow Island Woods and Sheridan Road Park. There was some further discussion on the landfill with no clear Board direction to pursue at this time. The Board also asked that the staff consider Maple Street Park as an additional possibility.

Policy Manual Chapters 1-4 (Second Reading/Adoption)

Commissioner Thomas made a motion to adopt Chapters 1-4 of the policy manual as presented. President Archambault seconded the motion. A voice vote was taken. Motion carried.

Winnetka Waterfront 2030 – Lakefront Master Plan Update

Superintendent of Recreation, John Shea introduced The Lakota Group and Shabica & Associates. Jessica Pilon from the Lakota Group presented the findings from the March 6 and 9 open houses, plus the online survey. Over 50 people attended the open houses and there were 115 responses to the online survey. She provided overall key themes and focused on the repetitive comments. These included general community approval of bluff land and natural open space preservation, support for upgrades and maintenance, and renovation to current amenities. Significant interest in food and concession at one or more beach locations, including restaurant at Lloyd Park. Some opposition to increased motorized boat storage and access and concerned with over-development. Better communicate needed for purpose of shoreline breakwater system and safety concerns. The boardwalk at Maple Beach was well received. At Elder/Centennial, general approval for the property acquisition between the two parks. There were interest in Centennial becoming a swim beach, but need to communicate what will happen to the dog beach. A market study may be needed to determine the appropriate amount of motorized boat storage and price point, plus a business plan for operations. There was some additional conversation related to the plan, operations, scale of breakwaters and diversity of the open house attendees. Commissioner Thomas provided some context regarding the lack of community support to acquire the property between Elder and Centennial when the opportunity presented itself in the past. The next step is the costs, interdependences and phasing. Commissioner Lussen asked when we can expect to see costs, which led to some additional discussion on estimates. Commissioner Larkin said additional programming would provide an opportunity for residents to see the beach conditions, which led to some additional conversation.

MATTERS OF THE DIRECTOR

Executive Director, John Muno stated that we are trying to get the golf course open, but it is still wet out there. April 1 is the target date. There was some Board discussion about the course opening. Outdoor refrigerated ice rink is closed for the season, but still needs to come down.

BOARD LIAISON REPORTS

Commissioner Larkin stated that soda has been taken out of the middle school.

Commissioner Claybrook stated that the election in April 2 and early voting is going on.

Vice President Peterson praised Marketing Brand Manager, Kelsey Raftery's efforts to promote the foundation in the summer brochure. Good collaboration between the foundation and the Park District.

Commissioner Thomas reminded the Park Board of the Winnetka Youth Organization's upcoming fundraiser. Commissioner Thomas and Vice President Peterson will represent the Park District.

REMARKS FROM VISITORS

Resident Don Smith expressed his concerns with the potential placement of a dog park at Maple Street Park. The increased parking in the master plan was for the existing programming at Maple Street Park and Beach and not for a dog park. Children going to the beach would need to walk by the dog park. He does not think it would work unless the entire park/beach was for the dogs. He feels that West Elm or possibly Crow Island are the Park District's best options.

Resident Tom Bittman expressed his thanks to Executive Director John Muno and staff for the due diligence and thoughtfulness on the Dog Park presentation and options. The Dog Park advocate group is willing to provide assistance support.

STAFF UPDATES

Marketing Brand Manager, Kelsey Raftery stated the marketing department just finished the summer brochure, which will come out in early April. Commissioner Claybrook liked the beach mailer and Commissioner Larkin stated that our brochure is nicer than the Community house brochure. Raftery agreed.

Superintendent of Finance, Christine Berman stated that the finance department is getting ready for the audit. Auditors will be in the first week of April.

Superintendent of Parks, Costa Kutulas stated that the park staff will be working on some small projects and deferred capitals. Social Media will be used to share noteworthy work.

Superintendent of Recreation, John Shea stated that volleyball finished last week and outdoor programming is starting up, including girls' softball. Field maintenance will start next week and the recreation department continues to interview for summer staff. Commissioner Larkin asked about applications. Superintendent Shea said more applicants are needed for beach attendants and day camp counselors.

CLOSED SESSION

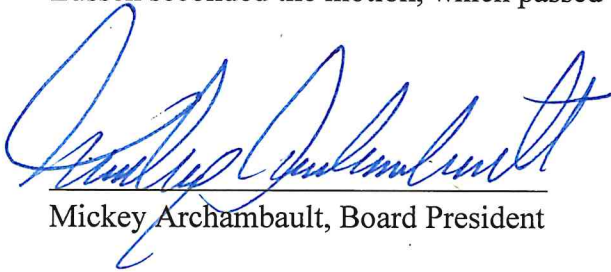
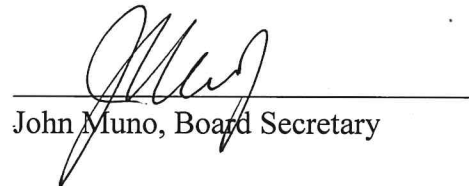
Commissioner James made a motion to enter into Closed Session at 7:44 p.m. to discuss the purchase or lease of real property for the use of the public body - Sect. 5 ILCS 120/2 (c) (5). Commissioner Thomas seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Lussen, Peterson, Thomas. Nays: None. Motion carried.

At 8:45 p.m., Commissioner Claybrook made a motion to return to Open Session. Commissioner Lussen seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Lussen, Peterson. Nays: None. Motion carried.

There was not action taken.

ADJOURNMENT

Commissioner Claybrook made a motion to adjourn the meeting at 8:46 p.m. Commissioner Lussen seconded the motion, which passed by a voice vote. Motion carried.


Mickey Archambault, Board President
John Muno, Board Secretary