

**MINUTES OF THE 2357th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, APRIL 25, 2019**

President Archambault called the meeting to order at 5:30 p.m. Commissioners Present: Mickey Archambault, Teresa Claybrook, Warren James, Ian Larkin and John Thomas. Commissioners Absent: Eric Lussen and John Peterson. 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: Christina Codo, Colleen Knupp and Todd Marver.

ADDITIONS/CHANGES TO AGENDA

None

APPROVAL OF FINANCIALS

Commissioner Thomas made a motion to approve the March 2019 Financials as presented. Commissioner James seconded the motion. Commissioner Claybrook asked about car purchases, which Superintendent of Parks, Costa Kutulas stated were from the 2018 budget for (2) F150's that just came in. Commissioner Thomas asked about supplies being lower than budgeted, which Superintendent of Finance, Christine Berman said was most likely a timing issue. Commissioner Thomas commented positively on the investments and distribution to other area banks. President Archambault asked about positive platform tennis numbers and that some distribution adjustments will be made in April. Superintendent Berman noted that Recreation program revenues are up \$81,000 over budget mainly due to camp and competitive programs. Passed by voice vote.

APPROVAL OF VOUCHERS

Commissioner Thomas made a motion to approve the April 25, 2019 vouchers for \$722,723.73. Commissioner Claybrook seconded the motion. President Archambault asked about the purchase of the forklift. Superintendent Kutulas stated this was a 2018 capital purchase and due to delivery timing, did not come in until 2019. President Archambault asked if the stormwater charge is a monthly charge, which Superintendent Berman confirmed. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Thomas. Nays: None. Motion carried.

REMARKS FROM VISITORS

None

APPROVAL OF MINUTES

Commissioner Thomas made a motion to combine the Committee of the Whole of March 14, 2019, the Closed Session Minutes of March 14, 2019, Regular Park Board Meeting Minutes of March 21, 2019, the Closed Session Minutes of March 21, 2019 and the Committee of the Whole Meeting Minutes of April 11, 2019. Commissioner James seconded the motion. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Thomas. Nays: None. Motion carried.

Commissioner Thomas made a motion to approve the consent agenda. Commissioner Larkin seconded the motion. Passed by voice vote.

COMMUNICATIONS

None

UNFINISHED BUSINESS

Unfunded Capitals Workshop – Part II

Winnetka Waterfront 2030 – Lakefront Master Plan Implementation Phase

Executive Director, John Muno outlined what will be covered this evening and then Superintendent of Parks, Costa Kutulas provided a power point update to the lakefront master plan centered on priorities, costs, funding and project timelines for 2019-2021. Focus is on bluff land across all five parks sites and shoreline stabilization at Lloyd.

Commissioner James asked Superintendent Kutulas if we have examples of comparable project permits and plans. Superintendent Kutulas stated “in hand, no”. He then asked if we have a detailed scope of work from Shabica. Superintendent Kutulas confirmed that intended to be included in the Board packet. Commissioner James would like the Board to see that contract before proceeding.

Commissioner Claybrook asked about the timing of the phase II bluff work, which Superintendent Kutulas said would coincide with the breakwater work.

Commissioner Larkin asked if the costs shown are just the contractor costs or includes any in-house work. Superintendent Kutulas confirmed it was both. Valuing engineering opportunities will be explored further in on the project.

President Archambault asked what the Park District has current available for these projects and what is currently unfunded. Superintendent of Finance, Christine Berman provided an overview, including the need to look at financing about 6 million through bonds or debt certificates. Executive Director Muno provided some additional context from past discussions. Additional funding will not need to be secured until 2021.

Commissioner Claybrook asked if the Tower Road Beach steps need to be a part of the phase I bluff work. Superintendent Kutulas stated the sequencing, amount of bluff work and the current stair conditions, lends to doing the work in the first phase. There was some additional discussion on the stair system, including actual bluff work and the staircase elements (concrete, wood, steel).

Commissioner Thomas wanted to make sure there were no plans for a referendum, which Executive Director Muno confirmed. Funding will come from debt certificates, bonds or gifts.

Superintendent Kutulas is looking for Board consensus on reallocating funds to bluff work, moving forward with shoreline permitting and securing additional funding for the work through debt certificates/bonding.

NEW BUSINESS

Lloyd Shoreline Breakwater Contract

The Lloyd Shoreline Breakwater contract approval for Shabica & Associates was tabled until Board members could review the contract and discuss. Will be brought back to the Board in May along with the bid work costs for bluff restoration for the Lakota Group.

Policy Manual Chapters 5-6 (1st Reading Reading)

Commissioner Thomas made a motion to approve the first reading of Chapters 5-6 of the policy manual as presented with a second reading/adoption placed on the May 16 agenda. Commissioner Larkin

seconded the motion. Administrative Services Manager, Mary Cherveney outlined the adjustments made since the first review under social media and ADA. There was some discussion on section 5.12 regarding fencing as related to a potential dog park. Primary function is the protection of adjacent homeowners. A voice vote was taken. Motion carried.

Skokie Playfield Signage Rebrand Presentation

Marketing Brand Manager, Kelsey Raftery provided the Board with an overview of the signage changes planned for the Skokie Playfield building along Hibbard Road. Focus is on readability, branding and eliminating confusion between facilities. There was some discussion on colors and font size, which Marketing Brand Manager Raftery provided her professional opinion. The monument entrance signs will remain. Next step is village design and review on May 16. Installation will take place over the summer.

MATTERS OF THE DIRECTOR

Executive Director, John Muno shared that Commissioner Peterson and he met with some of the adjacent property owners of our lakefront properties. Tennis Center Manager, Pat Fragassi received a nice acknowledgement from North Shore Country Day on their new agreement, Administrative Services Manager, Mary Cherveney received recognition for the Chamber on her help with the Awards Luncheon and Operations Manager, the Scouts recognized Greg Field for his assistance in a tree planting ceremony at Nick Corwin Park.

Commissioner Larkin asked if the Recreation Supervisor – Lakefront Operations position was filled. Executive Director Muno stated it has with Marty Kwiatkowski who comes to us from an aquatics background with the Schaumburg Park District.

BOARD LIAISON REPORTS

Commissioner Thomas provided an update on the Winnetka Youth Organization Benefit and a New Trier Township Trustee opening.

President Archambault provided a brief update on stormwater conversations with the Village.

Commissioner Claybrook provided an update on leadership changes at Washburne and Skokie schools.

REMARKS FROM VISITORS

None

STAFF UPDATES

Superintendent of Finance, Christine Berman received the draft audit and on track for Board approval in June.

Administrative Services Manager, Mary Cherveney shared that President Archambault will represent the Board at the Caucus Town Hall meeting on May 8; there will be a gathering at the Winnetka Golf Club after the annual meeting and new Board member orientation began yesterday.

Superintendent of Parks, Costa Kutulas provided an updated on the Maple Street Beach boardwalk project and a meeting with AYSO regarding fields at Nick Corwin Park. Commissioner James asked for an update on the Dwyer Park Butterfly Garden, which was provided. Commissioner Larkin asked about the ballfield and Superintendent Kutulas provided an update on the work.

President Archambault asked when food service will start at Tower Road Beach. Executive Director Muno said typically around Memorial Day weekend.

Marketing Brand Manager, Kelsey Raftery hired two new interns for the summer.

President Archambault shared that the men's club is doing a social outing for the Kentucky Derby. Public invited.

CLOSED SESSION

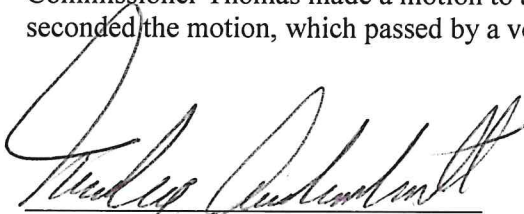
Commissioner James made a motion to enter into Closed Session at 6:48 p.m. to discuss the appointment, compensation, discipline, performance and dismissal of specific employees or legal counsel. 5 ILCS 120/2(c)(1) Commissioner Thomas seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Thomas. Nays: None. Motion carried.

At 7:20 p.m., Commissioner Claybrook made a motion to return to Open Session. Commissioner Thomas seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Peterson, Thomas. Nays: None. Motion carried.

Commissioner Thomas made a motion to approve bonus per contract and a 4% increase for Executive Director John Muno. Commissioner James seconded the motion. A roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Thomas. Nays: None. Motion carried.

ADJOURNMENT

Commissioner Thomas made a motion to adjourn the meeting at 7:21 p.m. Commissioner Claybrook seconded the motion, which passed by a voice vote. Motion carried.


Mickey Archambault, Board President
John Muno, Board Secretary