

**MINUTES OF THE 2364th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, NOVEMBER 21, 2019**

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

Commissioners Present: Mickey Archambault, Teresa Claybrook, Christina Codo, Warren James, Colleen Knupp, Eric Lussen and John Peterson. Commissioners Absent: Warren James

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 Lara Kuechel, Executive Assistant.

Audience Present: Rick Prohov, Joan Zietlow, Lynn Sanders and Colin Cross.

ADDITIONS/CHANGES TO AGENDA

None

APPROVAL OF FINANCIALS

Vice President Peterson made a motion to approve the October 2019 Financials as presented. Commissioner Lussen seconded the motion. Superintendent of Finance Christine Berman stated the numbers are very similar to last month and we are tracking close to year-end estimates. Passed by voice vote.

APPROVAL OF VOUCHERS

Vice President Peterson made a motion to approve the November 21, 2019 vouchers for \$478,084.59. Commissioner Knupp seconded the motion.

Commissioner Codo asked if the building signage was underwritten 100% as there is a \$6900 invoice. Marketing Brand Manager, Kelsey Raftery stated that we have yet to receive the contribution, but it is at 100%. Superintendent Berman stated that it will be expensed and the donation will be recorded when received.

President Archambault stated that he asked received prior answers to his questions around ice concession work. Executive Director, John Muno indicated that there was some concession operations damage, which occurred during closedown. The Park District is currently working with the vendor's insurance for reimbursement.

A roll call vote was taken. Ayes: Archambault, Claybrook, Codo, Knupp, Lussen, Peterson. Nays: None. Motion carried.

REMARKS FROM VISITORS

Resident and WPTC President, Colin Cross spoke about the need for additional platform tennis courts. He provided a history of this request since March 2018. There is an opportunity to acquire two courts from Green Acres Country Club, which would be a 20-25% cost savings over new courts. Currently the WPTC has more teams interested in league play than the league schedule is interested in accommodating.

APPROVAL OF MINUTES

Commissioner Lussen made a motion to combine the Committee of the Whole Meeting Minutes of October 10, 2019, the Closed Session Meeting Minutes of October 10, 2019, the Regular Board Meeting Minutes of October 24, 2019 and the Closed Session Meeting Minutes of October 24, 2019. Commissioner Knupp seconded the motion. A roll call vote was taken. Ayes: Archambault, Claybrook, Codo, Knupp, Lussen, Peterson. Nays: None. Motion carried. Vice President Peterson made a motion to approve the consent agenda. Commissioner Lussen seconded the motion. Passed by voice vote.

COMMUNICATIONS

Executive Director Muno acknowledged the communications from Winnetka-Northfield Chamber of Commerce Executive Director, Terry Dason regarding the Winnetka Music Festival and North Shore Country Day Director of Operations, Cindy Hooper regarding North Shore Country Day athletic news.

There was Board and staff discussion about the Winnetka Musical Festival related to budget approval, opportunities to get receive more marketing exposure and presence and overall cost of the festival. Manager Raftery stated our best exposure was having the Park District marketing tent at the children's stage.

UNFINISHED BUSINESS

Truth in Taxation Resolution #19-11-21

Vice President Peterson made a motion to approve the Truth in Taxation Resolution #19-11-21 as presented. Commissioner Codo seconded the motion.

Superintendent Berman updated the resolution from last month to include the 1.9% CPI and 45 million in new growth, which takes the total to 4.87%, increase to the tax levy over last year. Superintendent Berman went on to explain that she reviewed past new growth history and looked at construction permits as a part of her evaluation. She does not anticipate that much new growth, but this way the District would be able to capture any new growth. The budget does not reflect new growth, so it would not be impacted if we come in lower. A roll call vote was taken. Ayes: Archambault, Claybrook, Codo, Knupp, Lussen, Peterson. Nays: None. Motion carried.

Policy Manual: Chapter 18 (2nd Reading/Adoption)

Vice President Peterson motion to adopt Chapter 18 of the policy manual as presented. Commissioner Lussen seconded the motion. A roll call vote was taken. Ayes: Archambault, Claybrook, Codo, Knupp, Lussen, Peterson. Nays: None. Motion carried.

Winnetka Waterfront 2030 – Lakefront Master Plan Update

Superintendent of Recreation, John Shea provided an update on the bluff work pre-bid meeting. Bid opening is scheduled for December 3 and staff recommendation/Board approval at the December 12 meeting. The shoreline permit process is moving forward with anticipated public notice to come out after Thanksgiving. It is a 45-day process and then the Park District will be asked to respond to pressing comments. President Archambault commented on the Chicago Park District emergency work. Discussion are still on-going on what work would be beneficial and allowable by the regulations for the Park District at this time.

Superintendent of Parks, Costa Kutulas provided information an overview of the Army Corp on Engineers Great Lakes water level weekly update. The update includes historic trends, current conditions and future forecasting. Commissioner Knupp asked if the predictions are based on numbers, which Superintendent Kutulas confirmed. This information will help assist in our breakwater development plans, not to under or over build. Commissioner Knupp asked about lakefront conditions during all time high of 1986. Superintendent Kutulas indicated that there was standing water in the Lloyd Beach House. Additional concern is the lower parking lot at Lloyd. In the future, the Park District may want to raise the park lot and add drain lines. There was some continued Board discussion about the high lake levels and impact. Currently the high lake levels with “big storms” are contributing to the bluff erosion. Commissioner Lussen asked about the issues with Highland Park’s Rosewood Park. Superintendent Kutulas stated that they tried to maintain that beach at a very aggressive slope, which requires the addition of sand annually.

As a side note, President Archambault was out at Tower Road Beach today and there were several sub-contractors down there evaluating the property for the bluff lands project bid.

MATTERS OF THE DIRECTOR

Executive Director, John Muno budget approval is expected in January. Additionally, Commissioner Codo and Lussen will be assisting staff on the future finance RFP.

BOARD LIAISON REPORTS

Commissioner Codo provided a New Trier update, which included the November 8 lockdown and take-aways, current enrollment, 2.05% levy, AAA bond rating and issuing 3.335 million in working cash bonds.

President Archambault is hoping to confirm the attendance of Village President Chris Rintz at the December 12 Board meeting, to present the Village Stormwater plan.

REMARKS FROM VISITORS

Rick Prohov thanked staff for meeting with him on the lakefront master plan. His concern is the potential future plans for parking lot expansion at Tower Road Park. He has an on-line petition for never expanding the parking lot. He understands that the Park District cannot tie future Board decisions but would like the Board to set a period for no expansion to alleviate immediate concerns.

STAFF UPDATES

Marketing Brand Manager, Kelsey Raftery provided an update on the Hibbard Road building signage and banners. Building complete, ground sign to go up soon and banner in the spring. Marketing is looking to install the original A.C. Nielsen Tennis Center bronzed lettering inside the facility. Presented a few mock ups to the Nielsen family and waiting on their input. Vice President Peterson asked about putting the lettering on the south side of the building. Manager Raftery indicated that the roof was too high and would get lost. President Archambault asked if there have been any comments about the banners at the beaches. Manager Raftery confirmed that she has not received any feedback.

Superintendent of Finance, Christine Berman working on budget changes and will have an overview of changes at the December 5 meeting. The Tax Levy Ordinance will be brought to the board on December 12. Early next year the personnel policy will be brought to the Board for review and approval. Vice President Peterson stated that based on his attendance at the Legal Symposium, there will be changes required.


Superintendent of Parks, Costa Kutulas reported that Gullen's Pond is up but not operational yet. Hubbard Woods Park sod work completed. Lakefront cleanup is wrapped up. Holiday lights will be going up shortly. Commissioner Claybrook asked if it is cold enough to get Gullen's Pond up and running. Executive Director said it is weather permitting, but the weather does not look promising for Thanksgiving. There was some continued Board discussion on weather conditions and timeline.

Superintendent of Recreation, John Shea provided an update on Tiny Tot Olympics, School District discussions on summer camp access, Santa's Mailbox, House League Basketball adjustments and summer employment applications will be posted next week and staff is finishing up on field renovations. Commissioner Codo asked if the babysitting class participants and exceptional campers are ever extended an invitation to become a junior camp counselor. Superintendent Shea indicated not specifically targeted, but are a part of the general email marketing. We could target differently. Superintendent Kutulas also reminded everyone that Santa's Mailbox has moved slightly due to new streetscape. Superintendent Shea is working on a caroling company to participate in the Holiday Sing along with Santa's favorite elf.

Administrative Services Manager, Mary Cherveney provided the Park Board with a draft of the 2020 meeting schedule, which will be discussed further at the December 5 meeting.

ADJOURNMENT

Commissioner Lussen made a motion to adjourn the meeting at 6:30 p.m. vice President Peterson seconded the motion, which passed by a voice vote. Motion carried.


Mickey Archambault, Board President
John Muno, Board Secretary

ADOPTED this 12th day of December 2019, pursuant to a roll call vote as follows:

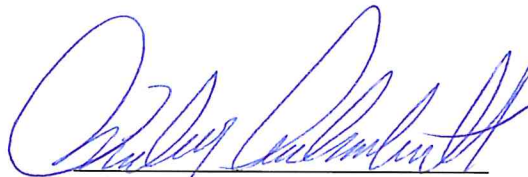
AYES: Archambault, Claybrook, Codo, Lussen, James, Knupp

NAYS: None _____

ABSTENTIONS: _____


ABSENT AND NOT VOTING: Peterson _____

APPROVED this 12th day of December 2019.



Mickey Archambault, President
Board of Park Commissioners
Winnetka Park District

ATTEST:



John Muno, Secretary
Board of Park Commissioners
Winnetka Park District

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