

MINUTES OF THE 2,374th
COMMITTEE OF THE WHOLE | REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS AND OFFICERS
OF THE WINNETKA PARK DISTRICT, WINNETKA, IL
THURSDAY, JULY 23, 2020 – VIA ZOOM

President Archambault called the meeting to order at 6:01 p.m.

Commissioners Present: Mickey Archambault, Teresa Claybrook, Christina Codo, Warren James, Colleen Knupp, David Seaman

Commissioners Absent: Eric Lussen

Staff present in the Winnetka Park District Administrative Office with observance of social distancing practices: John Peterson, Executive Director; John Muno, Transitional Executive Director; John Shea, Superintendent of Recreation; Christine Berman, Superintendent of Finance; Lara Kuechel, Executive Assistant Costa Kutulas, Superintendent of Parks; Kelsey Raftery, Marketing Brand Manager. Via videoconference: Joe Holguin, Asst. Manager, A.C. Tennis Center; Paul Schwartz, Ice Arena Manager.

Audience Present via Zoom: Steve Hole, Winnetka Parks Foundation - joined at: 7:35 p.m.

Audience Present: None

CHANGES TO THE AGENDA: The A.C. Nielsen Tennis Lighting Bid was removed from the agenda due to last minute information and the Steve Hole Resolution will take place during the Board Liaison reports.

COMMUNICATION

None

APPROVAL OF MINUTES

Consent agenda to approve:

- Special Board Meeting Minutes of June 11, 2020
- Closed Session Meeting Minutes of June 11, 2020
- COW & Regular Board Meeting Minutes of June 18, 2020
- Closed Session Meeting Minutes of June 18, 2020

Commissioner James made a motion to approve the Consent Agenda. Commissioner Seaman seconded the motion. Commissioner James noted that the spelling of Michels Material needed to be corrected. A roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman

Nays: None

Motion Carried

APPROVAL OF FINANCIALS

A motion was made by Commissioner James to approve the Financials for June 2020. Commissioner Codo seconded. Superintendent Berman noted a slight rebound in June and projected that the year-end would be pretty good, considering the current economy. Commissioner Seaman questioned expanding on services being down and capital. She used the example of Superintendent Shea's department, clarifying that some of the recreation programs and services, i.e. camps and bus service and capitals reflect a timing delay. Superintendent Berman could follow-up as she did not have the complete detail at hand. Executive Directory Peterson and Superintended Shea commented further. Superintendent Berman added that the first installment for PDRMA budgeted for June and was paid in for July, thus making about a \$100,000 difference as well. President Archambault acknowledged the diligent work of the various departments to offset revenue shortfalls. A roll call vote was taken.

Note: Commissioner Teresa Claybrook joined the meeting

Ayes: Archambault, Claybrook, Codo, James, Knupp, Seaman

Nays: None

Motion Carried

APPROVAL OF VOUCHERS

A motion was made by Commissioner James to approve Vouchers for July 23, 2020 in the amount of \$479,879.75. Commissioner Seaman seconded the motion. Superintendent Berman noted the high water bill for golf in June and the progress payment for the Tower Rd. project was more than \$100,000. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Knupp, Seaman

Nays: None

Motion Carried

NEW BUSINESS:

John C. Munro, Jr. Resolution

A motion was made by Commissioner Claybrook to approve the John C. Munro, Jr. Resolution. Commissioner James seconded the motion. Executive Director Peterson recognized retiring Executive Director Munro and noted the remarkable admiration and appreciation from the WPD staff. He then read the formal Resolution. President Archambault offered thanks many times over, offered wishes for enjoyment in retirement, and then stated "Sir, job well done"! Commissioner James concurred and said that he was a pleasure to work with, was a great ombudsman and always conducted himself as a high-minded man and a gentleman, then offered all the best wishes and thanks. Commissioner Claybrook noted that she is saving her comments for the "roast" and celebration. John Munro offered his thanks, further saying that the recognition is reflective of a staff team and a supportive Board.

John C. Muno, Jr. Resolution cont'd:

A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Knupp, Seaman

Nays: None

Motion Carried

A.C. Nielsen LED Lighting Project - removed from the agenda.

Northshore Trevian Football Agreement

A motion was made by Commissioner Codo to approve the Northshore Trevian Football Agreement. Commissioner Knupp seconded the motion. Superintendent Shea offered thanks to Commissioner Lussen and noted the value of the partnership with Trevian Football, complimented the healthy flag football program and moves towards flag football instead of tackle football given the current circumstances. He added that an increase to a 3 year agreement was due to the strong relationship and that it was a competitive rate. Northshore Trevian Football prefers to play all games on the turf. Commissioner Claybrook said that the ROI analysis highlights the costs of the fields and wanted to know if contracts to 3rd party provider fees would contribute to the improvements. Superintendent Shea responded that our affiliate groups pay a competitive higher rate, to which Commissioner Codo inquired if that was just locally, which was confirmed. Commissioner Seaman questioned legal/liability commitments to which Superintendent Shea responded that our waivers are incorporated into the user groups' waivers. Executive Director Peterson noted that 3 or 4 iterations of WPD waivers have been enhanced for user groups and had received the attention of Attorney Steve Adams. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Knupp, Seaman

Nays: None

Motion Carried

REMARKS FROM VISITORS

None

UNFINISHED BUSINESS:**Capital Financing Project Update:**

Superintended Berman reported on the 2020 Bond issuance and noted that the Lloyd project has started. Each business unit leader presented their Return on Investment (ROI) projects with brief question and answer sessions, documentation had been supplied to the Board prior to the meeting.

Superintendent Shea presented plans for an artificial turf project for Field 4 due to high demand from North Shore Country Day School, Team One Lacrosse, and AYSO. Field 4 is primarily used as more of a multipurpose field than for baseball. Additional lighting would increase usability for more games, not just practices, and a significant increase in hours used. Commissioner Seaman posed the comment that they would not make the initial

investment back, to which Superintendent Shea responded that it was a fair assessment. Commissioner Knupp questioned if there is still bond out there for the current turf to which superintendent Berman replied yes, with Commissioner Codo further noting that it is from the 2014 bond sale. Brief discussion took place about Field 5 and Commissioner James expressed concern over errant golf balls from the range, suggesting factoring in costs for a new golf net. Superintendents Shea and Kutulas further addressed those concerns, noting that there would still be some risk and additional netting would cost \$300 – 400,000.

President Archambault confirmed that no votes would be taking place and Executive Director John Peterson said that this was an informal presentation by the business unit leaders. Any additional questions will be valued and directed to business leaders.

Winnetka Golf Club Manager, Matt Johnson presented a plan for cart paths as part of the stormwater project. He felt that the numbers were conservative, further noting that carts are a huge asset for revenue. They will be important to protect the conditions of the grass, especially following renovations. The existing path is in poor condition and is slated for replacement. Commissioner Claybrook inquired about having paved paths vs. gravel, but Manager Johnson pointed out that is detrimental for upkeep, although aesthetically better. President Archambault concurred that it is a very high maintenance item. Commissioner Knupp questioned if paths made the course more competitive to which he stated that it would as currently the course is more of a walking course, new and younger golfers favor riding and not using walking as part of exercise and that the fleet is currently an expense in the budget at year 6. They are looking towards electric carts for lower maintenance.

A.C. Nielsen Tennis Center, Asst. Tennis Manager, Joe Holguin reported on the plan for a tennis bubble dome. It would be used for the 4 courts adjacent to the paddle courts and pony field (numbers 4 – 7) and would provide an additional 150 days of use. It is expected to have a 5 – 6 year payback, with \$180,000 net per year. Non-peak hours can include other recreational uses and would be installed from October to March, taking three days to put up and three days to take down. President Archambault asked questions regarding the storage and cost and Commissioner Knupp questioned cost of storage and takedown. Commissioner Codo questioned the useful life to which Asst. Manager Holguin responded was 20 years. President Archambault questioned the ability to handle snow loads to which Superintendent Kutulas said it would be, self-shedding, but would have to run numbers for the climate to avoid any issues. Commissioner Seaman noted that it is an attractive project and there is a good capitalization rate.

Winnetka Ice Arena Manager, Paul Schwartz is pursuing a covered outdoor ice facility, noting the struggles they have had with weather and its negative impact to the current uncovered outdoor ice rink. A covered pavilion could be used for skating November through March and a number of activities the other nine months of the year. Commissioner James questioned the \$6 million cost, to which Manager Schwartz responded with a detailed list of features, such as a new concrete rink/event floor with refrigeration requiring double chillers, the structure, locker rooms, outdoor restrooms for public use and a new Zamboni room, serving both indoor and outdoor rinks. Commissioner Knupp questioned the placement of stormwater tanks to which Executive

Director Peterson commented that the village will be grooming the space with that purpose in mind. Commissioner Claybrook questioned the size; which is currently 140' x 60' and is proposed to be regulation size 200' x 85', an attractive benefit for competitive play. She further inquired about fundraising; Executive Director Peterson further noted that a process similar to that of the Winnetka Platform Tennis Club may be a concept that we could apply to offset investments required for the projects. Brief further discussion took place regarding special interest use, prioritizing return on capital and seeking private funding. Commissioner Codo inquired about timelines for these projects

Note: Commissioner Knupp, Matt Johnson, Joe Holguin and Paul Schwartz left the meeting.

Lloyd Shoreline Project

Superintendent Kutulas made a brief presentation regarding the expansion of the Tier II project, which encompasses the Lloyd breakwater, boat access, storage and beach access as well as completion of the bluff work per the lakefront plan. It is a cost effective approach with soft costs of around \$1 million with some subtle changes from the original plan that is scaled back. He is expecting to have a proposal with renderings from the Lakota Group for review at the August Board meeting. Commissioner James facilitated a discussion on the timing and emphasized the importance of not delaying progress, with concern for the public use. Commissioner Claybrook was in agreement that the repairs to Lloyd should be expedited to coincide with the current project.

Tier II seawall will have to be re-permitted for design changes and involves some soft costs, highlighting the steel revetment. Commissioner James questioned if sufficient fund allocation has taken place for this project to make Lloyd usable. These are not allocated in this budget according to Superintendent Kutulas. President Archambault questioned the costs to which the Superintendent responded that soft costs are around \$120 – 130,000. Executive Director Peterson asked for collaboration and President Archambault emphasized that they should not wait. Commissioner James said he is thrilled with moving forward and asked that the Board give latitude to the WPD staff. Superintendent Kutulas said that he will recirculate with the staff and will continue communications with Michels to help expedite the timeline and put a plan in place that is best for the community.

The Elder Centennial project estimated at \$7 million, combined soft and construction costs, and is similar in design to the Lloyd site. He is waiting for drawings, but believes it is a high-level estimate. To rebuild the beach is estimated at \$1.5 million with soft costs. Due to the uniqueness, further discussion is needed and he has had dialogs with Michels regarding land and marine based operations. There is a need to pace timing, per Commissioner Codo and Commissioner Seaman inquired if it is fair to say that we should wait and see when Lloyd is done to see how that works before moving on due to the high costs. President Archambault said that a respectful amount of time will be given.

Note: Steve Hole joined the meeting.

MATTERS OF THE DIRECTOR

None

BOARD LIAISON REPORTS

Steve Hole Resolution

A motion was made by Commissioner Codo to approve the Steve Hole Resolution. Commissioner Claybrook seconded the motion. Superintendent Shea read the Resolution. Steve Hole said that he was honored to have been involved with the Winnetka Parks Foundation and the Park District and extended future help remotely if needed. Executive Director Peterson further noted Steve Hole's investment in the community and the intellectual capital, energy, positive attitude & professionalism he brought to the Winnetka Parks Foundation. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Seaman

Nays: None

Motion Carried

STAFF UPDATES

Superintendent of Finance, Christine Berman – The Bond closing is coming up July 28, scheduled timing and payoffs and has been in touch with Eric Anderson from Piper Sander. Would really like to see fundraising come to fruition. The 2021 budget process is rolling out in the next few weeks.

Marketing Brand Manager, Kelsey Raftery – The fall brochure is coming out the 31st of July in a digital format, winter will also likely be digital. President Archambault noted the cost savings. Commissioner Codo complimented the videos that were narrated by Kelsey and Costa and would like to share with her students. Commissioner Claybrook also enjoyed it.

Executive Assistant, Lara Kuechel – stated that beach pass sales are all caught up at the front desk and are continuing to be sold.

Superintendent of Recreation, John Shea – Shout out to his staff, especially Toby Ross for running the camp program, numbers and feedback have been great. Also, Marty Kwiatkowski has done a great job with his lifeguard and lakefront staff. Compliments have been received. He further complimented Debbie Zarembski for managing the Administrative Office front desk, stating that \$200,000 in beach pass sales exceeds previous years, which were at around \$85,000. Commissioner Claybrook was acknowledged for making introductions to Core Power Yoga for new programs. Approximately 40 people have been at each class; it has been a great program and he is looking to advance programming. He also thanked Commissioner James for meeting to review the project at the lakefront. Outdoor concerts have started at Hubbard Woods, with children's concerts taking place in the afternoon. Superintendent Shea added that staff is looking for creative ways to conduct our usual summer activities with social distancing. A meeting with the school district is forthcoming to review plans for upcoming activities. Commissioner Claybrook questioned attendance policies for the concerts and a brief discussion took place regarding finding ways to manage attendance.

Superintendent of Parks, Costa Kutulas – Lloyd project moving along very well – 3,000 tons of stone have been delivered, soil testing has taken place and the construction of sand roads has commenced. Demolition of the south pier is done and some infrastructure has been constructed that will be helpful for future projects. Visitors are welcome, but must register at the Michels tent if you wish to visit the site for safety and PPE. Completion of the Tower project is nearing with the activity platform now erected, S & K grading work will be completed and then the carpentry will be able to continue. The project is progressing, but looking to wrap up in September and continue to look for ways to expedite completion.

WPTC lighting project LED retrofits are completed and have had great feedback. LED tennis lighting project has unexpected warranty issues that came up at the last minute and will have to review and finalize; a new vendor is a possibility.

Commissioner Seaman questioned clay depth testing, to which Superintendent Kutulas said that a sand roadway will allow them to get further out to complete that at the southern arm.

Note: Commissioner James lost connection and returned to the meeting.

Commissioner Codo inquired if each beach is unique and will this project help to make a distinction for the clay base at Elder/Centennial. Superintendent Kutulas is hopeful that it is similar, but said that it is hard to tell. President Archambault complimented the time-lapse video – Superintendent Kutulas noted the team effort and will look to committing to weekly or biweekly posts to reflect progress. Commissioner James will follow-up with Superintendent Kutulas re: info he may have missed due to his loss of video connection.

CLOSED SESSION

Commissioner Codo made a motion to go into Closed Session pursuant to Section 2(c)(5) of the Open Meetings Act, for the purchase or lease of real property for the use of the public body, and 2(c)(6) for the setting of a price for sale or lease of property owned by the public body. Commissioner Claybrook seconded the motion. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Seaman

Nays: None.

Motion carried.

RETURN TO OPEN SESSION

At 8:26 p.m. Commissioner Codo made a motion to return to Open Session.

Commissioner James seconded the motion. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Seaman

Nays: None.

Motion carried.

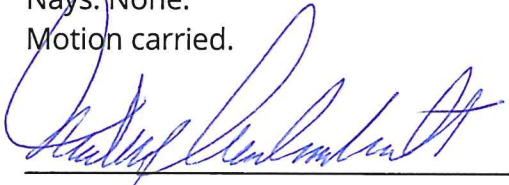
ADJOURNMENT

Commissioner Claybrook made a motion to adjourn the meeting 8:26 p.m. Commissioner Codo seconded the motion. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Seaman

Nays: None.

Motion carried.



Mickey Archambault, Board President



John Peterson, Board Secretary