

**MINUTES OF THE 2,379th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS AND OFFICERS
OF THE WINNETKA PARK DISTRICT, WINNETKA, IL
THURSDAY, DECEMBER 17, 2020 – VIA ZOOM**

President Archambault called the meeting to order at 6:06 p.m.

Commissioners Present: Mickey Archambault, Christina Codo, Warren James, Colleen Knupp, Eric Lussen

Commissioners Absent: Teresa Claybrook, David Seaman

Staff present in the Winnetka Park District Administrative Office with observance of social distancing practices and via Zoom: Christine Berman, Superintendent of Finance

Staff Present via Zoom: John Peterson, Executive Director; Costa Kutulas, Superintendent of Parks; John Shea, Superintendent of Recreation; Kelsey Raftery, Marketing Brand Manager; Lara Kuechel, Executive Assistant, Britni Purnell, Human Resources Manager.

Audience Present via Zoom: None

Audience Present: None

CHANGES TO THE AGENDA: None

COMMUNICATION: None

APPROVAL OF FINANCIALS

Commissioner Codo made a motion to approve the Financials for November 2020. Commissioner Knupp seconded. Superintendent Berman reported a \$2.9 million net surplus that was predicted to be \$2.5 million, so it is very close, pending final year end information; she is very hopeful for a tax variance to make up for the shortfall. President Archambault offered kudos for working through an extraordinarily challenging year. A roll call vote was taken.

Ayes: Archambault, Claybrook, James, Lussen

*Commissioner Codo stepped away and was not present for the vote.

Nays: None

Motion Carried

APPROVAL OF VOUCHERS

A motion was made by Commissioner James to approve vouchers for December 17, 2020 in the amount of \$1,883,625.87. Commissioner Lussen seconded. Superintendent Berman noted the largest items were payments to Michels and the December 1st bond payment. A roll call vote was taken.

Ayes: Archambault, Codo, James, Lussen

*Commissioner Knupp was not present for the vote.

Nays: None

Motion Carried

REMARKS FROM VISITORS: None

APPROVAL OF MINUTES

Consent agenda to approve:

- Committee of the Whole Meeting Minutes of November 12, 2020
- Closed Session Meeting Minutes of November 12, 2020
- Regular Board Meeting minutes of November 19, 2020
- Closed Session Meeting Minutes of November 19, 2020

Commissioner Lussen made a motion to approve the Consent Agenda. Commissioner Knupp seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried

NEW BUSINESS:

Coastal Engineering and Permitting for Elder Lane and Centennial Beach

Commissioner Codo made a motion to approve the scope of services of final plan design for Elder and Centennial breakwater system, costal engineering and permitting for the project from Shabica & Associates, from Northfield Illinois for the total amount of \$72,000.00. Commissioner James seconded the motion. Superintendent Kutulas explained the proposal is for the next steps that will lead to the final design and the fee structure includes permitting. The Park District is working through the process with the Village of Winnetka. A brief questions and answer exchange took place with staff, President Archambault, Commissioner Codo, and Commissioner James. It was noted relocating the 80-year-old stormwater discharge pipe is in disrepair and necessary for the plans to move forward. A roll call vote was taken.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried

UNFINISHED BUSINESS:

2021 Budget Adjustments

Superintendent Berman stated the outdoor ice revenue and some supplies are the only change. She expects to post the Budget on the website for public display and subsequent public hearing and presentation to the Board for approval in January.

2021 Board Meeting Schedule Approval

Commissioner James made a motion to approve the 2021 Board Meeting Schedule as presented. Commissioner Codo seconded the motion. Executive Assistant Kuechel noted there were no changes to the schedule per its presentation at the Committee of the Whole Meeting December 10. A roll call vote was taken.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried

Personnel Policy Approval

Commissioner Codo made a motion to approve and adopt the additions and changes to the Winnetka Park District Personnel Policy as presented. Commissioner Knupp seconded the motion. Manager Purnell reported the policy had received thorough legal review. Commissioner Codo remarked there was a fruitful discussion during the Committee of the Whole meeting. Executive Director Peterson added more detailed discussions will take place with staff during performance evaluations and objectives for 2021. A roll call vote was taken.

*Manager Purnell lost connection during the discussion.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried

MATTERS OF THE DIRECTOR

Executive Director Peterson stated his appreciation for the Board's support of the agency as a whole and expressed gratitude on behalf of the staff.

BOARD LIAISON REPORTS

None

STAFF UPDATES

Superintendent of Finance, Christine Berman – offered thanks to the Board, wished everyone a safe holiday season and remarked she is looking forward to 2021.

Marketing Brand Manager, Kelsey Raftery – echoed thanks to the Board, a donation letter went out on behalf of the Foundation, along with a follow-up email.

Superintendent of Parks, Costa Kutulas – said thank you to everyone for their support, adding the Elder/Centennial access plans are progressing, the Lloyd project is paused for the winter and will pick-up again in late January or February. Work continues at Tower and will close-out ASAP.

Superintendent of Recreation, John Shea – 826 letters to Santa have been received so far, fireside photos with Santa at Crow Island is coming up, 275 votes have been received for the house decorating contest. Some events were re-scheduled due to rain, Winter Camp is going on as planned and there are still some activities taking place on the turf. He commented, overall, 2020 has turned out great.

Executive Assistant, Lara Kuechel – congratulated the candidates for the upcoming April 6th election, reported documents for the upcoming election, were delivered by Elijah Wilde, Winnetka Caucus representative. The nominations for Warren James, Eric Lussen and (Jean) Colleen Root were filed with the Cook County Clerk by Executive Assistant Kuechel. Thanks were extended to everyone and especially for flexibility during the past year.

President Archambault commented that he was impressed by the candidates and congratulated them on obtaining signatures needed for their ballots. He expressed how proud he was of the Park District staff and their accomplishments, adding they are all a joy to work with.

CLOSED SESSION

Commissioner Codo made a motion to go into closed session at 6:42 p.m., pursuant to Section 2(c)(21) of the Open Meetings Act for the Semi Annual Review of Closed Session Minutes, 2(c)(5) of the Open Meetings Act, for the purchase or lease of real property for the use of the public body, and Section 2(c)(6) for the setting of a price for sale or lease of property owned by the public body. Commissioner James seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried

President Archambault offered Merry Christmas and Happy New Year to all!

RETURN TO OPEN SESSION

At 6:58 p.m. Commissioner Lussen made a motion to return to Open Session.
Commissioner Codo seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried

Release of Closed Session Minutes and Tape Disposal

Commissioner Codo made a motion to approve the staff recommendation to not release any Closed Session minutes at this time. Staff recommends the minutes of the April 25, 2019 remain closed, and that based on the conditions of the Open Meetings Act, staff recommends the tapes of the following meetings be disposed of: 07/26/2018 and 12/13/2018, which already have released minutes. Commissioner James seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried

President Archambault shared a news item; the Village of Winnetka 2020 report is in the mail and contains schedule targets for the stormwater project beginning with the forest preserve and following with the golf course in 2022-23. He further wished everyone a wonderful holiday and happy New Year.

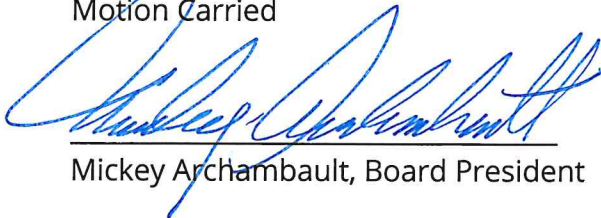
ADJOURNMENT

Commissioner Codo made a motion to adjourn the meeting at 7:02 p.m.
Commissioner James seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Knupp, Lussen

Nays: None

Motion Carried


Mickey Archambault, Board President
John Peterson, Board Secretary