

**MINUTES OF THE 2,381ST
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS AND OFFICERS
OF THE WINNETKA PARK DISTRICT, WINNETKA, IL
THURSDAY, FEBRUARY 25, 2021 – VIA ZOOM**

President Archambault called the meeting to order at 6:03 p.m.

Commissioners Present: Mickey Archambault, Christina Codo, Warren James, David Seaman

Commissioners Absent: Teresa Claybrook and Eric Lussen

Staff present in the Winnetka Park District Administrative Office with observance of social distancing practices: John Peterson, Executive Director; Christine Berman, Superintendent of Finance; John Shea, Superintendent of Recreation; Libby Baker, Office Associate

Staff Present via Zoom: Costa Kutulas, Director of Parks and Maintenance; Kelsey Raftery, Marketing Brand Manager; Matt Johnson, Winnetka Golf Club Manager; Pat Fragassi, Tennis Manager; John Barrett, Facility Maintenance Supervisor; Andrew Cabrera, Parks & Facilities Staff

Audience Present via Zoom: Lara Kuechel, Don Smith

CHANGES TO THE AGENDA

None

COMMUNCIATION

None

APPROVAL OF FINANCIALS

Commissioner James made a motion to approve the Financials for December 2020. Commissioner Codo seconded the motion. Superintendent Berman noted a \$3.2m surplus to date, unaudited, and said the number may change slightly as additional entries need to be made. Following discussion, President Archambault suggested it is no longer necessary to review the 2020 financials. A roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman
Nays: None
Motion Carried

Commissioner Codo made a motion to approve the Financials for January 2021. Commissioner James seconded the motion. Superintendent Berman noted Cook County has extended the tax payment deadline, which could delay payments to the district. A roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman
Nays: None
Motion Carried

APPROVAL OF VOUCHERS

Commissioner James made a motion to approve the vouchers for February 25, 2021 in the amount of \$1,101,562.73. Commissioner Seaman seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman
Nays: None
Motion Carried

APPROVAL OF MINUTES

Consent agenda to approve:

- Budget & Appropriation Meeting Minutes of January 7, 2021
- Closed Session Meeting Minutes of January 7, 2021
- COW Meeting minutes of January 7, 2021
- Closed Session Meeting Minutes of January 21, 2021
- Regular Board Meeting Minutes of January 21, 2021

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

Ayes: Archambault, Codo, James, Seaman
Nays: None
Motion Carried

UNFINISHED BUSINESS

Lakefront Masterplan Update

Director Kutulas reported that work at Tower is almost complete. Several crews are working hard on various projects at Lloyd. Materials should be delivered in the next week for the installation of the Rosetta stone. Additional work still to be completed includes planting of the south bluff, parking lot paving, and other smaller items. Meetings have been held to discuss the design for the Elder/Centennial breakwater and work through the details of the stormwater portion and the impact on the neighbors. Director Kutulas explained that progress is being made but the project will be delayed. He said the time being invested would be worthwhile. The Village has reviewed the stormwater modeling. Once complete, staff will request a letter of support from the Village to be included with the permit applications.

Fenced-in Boat Storage Plan

Superintendent Shea reported bids were collected from both residents and non-residents. Seven new people will now have boat storage. \$279,071.24 in revenue was generated. Positive feedback was received and the boat owners were appreciative of staff's efforts.

\$12,300 was generated from lottery sales for the last three spots. Superintendent Shea noted that the ten available spots were all awarded to residents. He added that staff is still trying to create additional storage space.

The board discussed where the generated revenue should be directed. Superintendent Berman explained for now the money would go in the recreation fund under the boat launch with a balance sheet to account for capital projects. Commissioner Seaman expressed interest in having a policy to specify where the money is allocated. Commissioner Codo commented on the importance of setting up a structure for receiving and distributing funds. Commissioner James expressed interest in using those dollars to protect the boat launch.

Winnetka Golf Club Food & Beverage Agreement

Manager Johnson reported the previous vendor has been clearing out their equipment in preparation for the new vendor. Once the area is cleaned, new equipment will be installed. Staff is discussing concession opportunities for other park district events, and working on communications with the marketing staff.

REMARKS FROM VISITORS

None

NEW BUSINESS

Purchase of 2022 Ford F-550 XL

Commissioner Codo made a motion to approve the purchase of a new 2022 Ford F-550 XL from Sutton Ford of Matteson, Illinois in conjunction with Monroe Truck Equipment, with the configuration shown on the quote as presented through the Suburban Purchasing Cooperative for the estimated net price of \$71,324, which includes the anticipated trade-in allowance of \$10,000, as recommended by staff. Commissioner James seconded the motion. Parks staff member Andrew Cabrera explained the importance of this vehicle within the fleet, and the necessity for a new truck, noting the purchase will improve efficiencies. He also noted the final price falls below the budgeted amount. Following questions, a roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman

Nays: None

Motion Carried

Purchase of Toro Grounds Master 4000-D 4wd Mower

Commissioner James made a motion to approve the purchase of a new Toro Grounds Master 4000-D mower from Reinders Company of Sussex, Wisconsin, with the configuration shown on the quote as presented through the National IPA Bid, for the net price of \$53,439.13, which includes the trade-in allowance of \$2,000. Commissioner Codo seconded the motion. Parks staff member Andrew Cabrera reported on the value of this piece of equipment, adding that the purchase was deferred in 2020. He noted the final price falls below the budgeted amount. Following questions and discussion, a roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman

Nays: None

Motion Carried

A.C. Nielsen Tennis Center Lighting

Commissioner Seaman made a motion to approve the base bid by Ogni Group, Energy Services from Wood Dale, IL for the total bid amount of \$93,795. Commissioner Codo seconded the motion. Director Kutulas provided an overview of the bidding and re-bidding process. He acknowledged the correspondence received by the Board in opposition to the lighting. The lighting meets all USTA guidelines and specifications, and includes all applicable warranties. Director Kutulas also commented on the three-year return on investment and the rebates to

be received from the Village. Following questions and discussion, a roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman

Nays: None

Motion Carried

MATTERS OF THE DIRECTOR

Executive Director Peterson recognized the departure of Executive Assistant Lara Kuechel and thanked her for her contributions to the park district. Libby Baker, Office Associate was welcomed. Several staff were recognized and thanked for their recent efforts. Executive Director Peterson announced Winnetka resident Ania Cramer has been hired for the new position of Business Development Manager.

STAFF UPDATES

Kelsey Raftery, Marketing Brand Manager – reported on the mailing of the revised outdoor ice facility brochure to select families. The 2020 Budget Report will be mailed to residents in the next two weeks. Kelsey also gave an update on the re-design of the website; explaining it will be a six-month process.

Christine Berman, Superintendent of Finance – announced the park district was awarded the Certificate of Achievement for Excellence in Financial Reporting for 2019 from the Government Finance Officers Association. It is the 13th year the park district has received this award. The auditors will be on-site in April.

John Shea, Superintendent of Recreation – thanked the tennis staff for providing facility space for the recent comedy shows. More than 95 people attended two shows. “Find the Leprechaun” begins next week. Plans are underway for spring and summer programs. Following additional staff research, and discussions with various athletic field user groups, staff has decided to replace the range netting, rather than moving and replacing the poles, as originally budgeted. This will result in a cost savings of \$350,000, and will reduce the risk of injury. Other changes are being considered as well. Camp registration began and staff is working with the schools to acquire additional space.

Costa Kutulas, Director of Parks and Maintenance – reported staff has been routinely checking the facilities due to the recent cold weather. With the welding and fabrication being completed in-house, there is much value engineering being

realized at Lloyd. Dialogue is beginning for the Village stormwater project.

BOARD LIAISON REPORTS

President Archambault reported the Village approved the contract with Jacobson Golf Course Design. He commented on the importance of communicating information regarding the golf renovations and the new food service provider.

Commissioner Codo reported New Trier issued \$50 million in General Obligation bonds for the Winnetka campus and \$19 million in working capital bonds. The Northfield campus was used as a COVID-19 vaccination site first responders.

Director Peterson reported on the changes within the Winnetka Parks Foundation. The board has been restructured, the by-laws have been re-drafted and there is a new mission statement.

CLOSED SESSION

Commissioner Codo made a motion to go into closed session at 7:32 p.m., 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 Section 2(c)(6) for the setting of a price for sale or lease of property owned by the public body. Commissioner Seaman seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman

Nays: None

Motion Carried

RETURN TO OPEN SESSION

Commissioner James made a motion to return to open session at 7:57 p.m. Commissioner Seaman seconded the motion. A roll call vote was taken.

Ayes: Archambault, Codo, James, Seaman

Nays: None

Motion Carried

ADJOURNMENT

Commissioner Codo made a motion to adjourn the meeting at 7:58 p.m. Commissioner Seaman seconded the motion. A roll call vote was taken.

Regular Board Minutes
February 25, 2021

Ayes: Archambault, Codo, James, Seaman
Nays: None
Motion Carried

John Peterson, Board Secretary

APPROVED MARCH 25, 2021