

**MINUTES OF THE 2,312th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, JULY 23, 2015**

President Brad McLane called the regular meeting to order at 6:31 p.m. Commissioners present: Mickey Archambault, Teresa Claybrook, Gerri Kahnweiler, Ian Larkin, John Peterson, John Thomas, and Brad McLane. Staff present: Robert Smith, Executive Director; John Muno, Superintendent of Facilities; Bob Farmer, Chief Financial Officer; Costa Kutulas, Superintendent of Parks; Mary Cherveney, Communication/Marketing Manager; John Shea, Superintendent of Recreation; and Libby Baker, Administrative Manager/Safety Coordinator.

ADDITIONS TO THE AGENDA

None

APPROVAL OF JUNE FINANCIALS

Chief Financial Officer Bob Farmer reported on the June financials. Following questions and discussion, Commissioner Thomas made a motion to approve the financials as presented. The motion was seconded by Commissioner Archambault and passed by a voice vote. **Motion carried.**

APPROVAL OF JULY 2015 VOUCHERS

The Board was presented with the Voucher List for July 2015. Following questions and discussion, Commissioner Thomas made a motion to approve the vouchers in the amount of \$795,697.04. The motion was seconded by Commissioner Larkin and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

REMARKS FROM VISITORS

None

APPROVAL OF MINUTES

Regular Meeting Minutes of June 25, 2015

Commissioner Kahnweiler made a motion to approve the regular meeting minutes of June 25, 2015. The motion was seconded by Commissioner Peterson and passed by a voice vote. **Motion carried.**

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Executive Session Minutes of June 25, 2015

Commissioner Thomas made a motion to approve the Executive Session meeting minutes of June 25, 2015. The motion was seconded by Commissioner Archambault and passed by a voice vote. **Motion carried.**

COMMITTEE REPORTS

Approval of Committee Minutes

Commissioner Thomas made a motion to combine the minutes of the July 9, 2015 meetings of the Parks & Beaches, Revenue Facilities, Finance, and Committee of the Whole meetings into a consent agenda item. The motion was seconded by Commissioner Peterson and passed by a voice vote. **Motion carried.**

Commissioner Thomas made a motion to approve the consent agenda. The motion was seconded by Commissioner Archambault and passed by a voice vote. **Motion carried.**

COMMUNICATIONS

None

UNFINISHED BUSINESS

Bikeway Master Plan

Director Smith reported on his meeting with Steve Konters of Hitchcock Design to prepare for the upcoming open house on August 1 to reintroduce the plan. The Board was presented with the original plan presented to the Village. A mailing advertising the open house was sent to residents within a two block radius of Phase I which included Sheridan Road and Elm Street. Outreach to all residents was done through other media outlets. The Board shared their ideas and concerns on the specifics of the plan.

Storm Water Utility Fee

Director Smith updated the Board on the status of the storm water utility fee. To date, we still have not received the administrative credits that the Village agreed to make. Commissioner Thomas made a motion to direct Executive Director Smith to inform the Village Manager that if there is no satisfactory resolution to the issues surrounding the storm water fees by October 1, 2015, that the Park District shall hold said fees in escrow subject to a satisfactory resolution. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes:

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Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None.
Motion carried.

Village Steering Committee

Commissioner Claybrook made a motion to appoint Ian Larkin to the Downtown Masterplan Steering Committee. The motion was seconded by Commissioner Peterson and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

NEW BUSINESS

Equipment Purchase Approval

Commissioner Claybrook made a motion to approve the purchase of a 2015 John Deere 310L Backhoe for \$111,000 from Westside Tractor, Wauconda, IL. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Organizational Restructuring

Executive Director Smith presented a revised organizational chart of the agency for Board consideration. Commissioner Claybrook made a motion to approve the proposed changes to the organizational structure as depicted on the organizational chart. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Budget Assumptions

Superintendent of Finance, Bob Farmer, presented and reviewed budget assumptions to be used by staff in the development of the FY2016 preliminary budget. Commissioner Thomas made a motion to approve the 2016 Budget Assumptions as presented. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Boat Storage Fees

Superintendent of Recreation, John Shea, presented a new fee schedule proposal for the Fenced-In Boat storage area at Lloyd Park. Commissioner Archambault made a motion to approve the implementation of an increase to the Fenced-In Boat Storage fees to \$3,900. The motion was seconded by Commissioner Peterson and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

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Commissioner Archambault made a motion to charge non-residents \$7,800 for Fenced-In Boat Storage fees. The motion was seconded by Commissioner Peterson and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Hubbard Woods Bid Approval

The Board discussed the feasibility of salvaging the gazebo and determined that it would not be feasible. Director Smith and Superintendent Kutulas reviewed the bid results for the renovation of Hubbard Woods Park. Following discussion and questions, Commissioner Claybrook made a motion to approve the Hubbard Woods Park Improvements for a not to exceed total price of \$2,100,597.00. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Commissioner Thomas made a motion to accept the bid from Elanar Construction Company; Chicago, IL for park improvements at the cost of \$1,122,000.00 which includes alternate's one, two and four. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Commissioner Thomas made a motion to accept the bid from F.H. Pashen, S.N. Nielsen & Associates LLC, Chicago, IL for the Pavilion and site electrical work at the cost of \$698,210.00 that includes both alternate's one and two. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Skokie Playfield Service Center Bid Approval

Superintendent of Park, Costa Kutulas, presented and reviewed the bid results for the interior renovation of the Skokie Playfield Service Center. Commissioner Thomas made a motion to approve the Golf Course Service Center bid from ATP Enterprise Group, Inc., Northfield, IL for the combined total bid amount of \$411,000.00 which includes the \$51,000.00 alternate. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

MATTERS OF THE DIRECTOR

Director Smith shared with the Board a report written by John Shea and Toby Ross regarding the costs associated with running the 4th of July events and activities. He also reminded the new commissioners of the Open Meetings Act required training. The next Lakefront Open House will

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take place on Saturday, August 1 from 9-11am at Elder Lane Park. The Hubbard Woods Groundbreaking will take place Wednesday, July 30 at 6:30pm.

BOARD LIAISON REPORT

Commissioner Thomas reported on the most recent meeting of the Village Plan Commission. Board members were reminded to register for the Foundation's Party on the Pier that is scheduled for Friday, August 28 at Tower Beach. Libby Baker informed the Board members of the NSSRA Annual Summer Bash that will take place Wednesday, August 12 at the Northbrook Park District's Techny Park. All Board members are welcome to attend.

REMARKS FROM VISITORS

None

STAFF REPORTS

ADJOURNMENT

Commissioner Larkin made a motion adjourn the Regular Board meeting at 8:20 pm. The motion was seconded by Commissioner Thomas and passed by a voice vote. **Motion carried.**

Brad McLane, Board President

Robert Smith, Board Secretary