

**MINUTES OF THE 2,323rd
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, JUNE 23, 2016**

President Ian Larkin called the meeting to order at 6:31 pm. Commissioners present: Mickey Archambault, Teresa Claybrook, Gerri Kahnweiler, Ian Larkin, Brad McLane, and John Thomas. Commissioner absent: John Peterson. Staff present: Robert Smith, Executive Director; John Muno, Superintendent of Facilities; Bob Farmer, Chief Financial Officer; Mary Cherveney, Communication/Marketing Manager; John Shea, Superintendent of Recreation; Costa Kutulas, Superintendent of Parks; Libby Baker, Administrative Manager/Safety Coordinator; Edna Alvord, Systems Administrator; Toby Ross, Recreation Supervisor; Noshia Moore, Staff Accountant; and Margo Sorensen, Accounts Payable. Visitors: Timothy Crane, Robert Crane, Kryisia Miller, Zosia Schaer, Chris Crone and Lisa Kohr.

ADDITIONS/CHANGES TO AGENDA

None

APPROVAL OF FINANCIALS

Chief Financial Officer Bob Farmer reviewed the financials. He noted that the district is approximately \$350,000 ahead of year to date in net revenue, primarily due to timing and summer camp registration. Expenses are approximately \$225,000 below year to date projections, primarily due to timing and previously vacant positions. 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 VOUCHERS

The Board was presented with the Voucher List for June 2016. Commissioner Thomas made a motion to approve the vouchers in the amount of \$1,122,340.48. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas and Larkin. Nays: None. Absent: Peterson. Motion carried.

REMARKS FROM VISITORS

President Larkin addressed the audience and asked for comments. No comments were made.

APPROVAL OF MINUTES

Commissioner Thomas made a motion to combine the Regular and Annual meeting minutes of May 26, 2016, and the Recreation, Revenue Facilities and Audit Committee minutes of June 9, 2016 into consent agenda. The motion was seconded by Commissioner McLane and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas, and Larkin. Nays: None. Absent: Peterson. Motion carried.

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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.

Commissioner Kahnweiler asked that the minutes of the Parks & Beaches Committee meeting be amended to reflect Commissioner Claybrook's suggestion to relocate the sculpture at the south end of Dwyer Park. Commissioner McLane made a motion to approve the Parks & Beaches Committee minutes of June 9, 2016, as amended. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas, and Larkin. Nays: None. Absent: Peterson. Motion carried.

Administrative Manager Baker informed the Board that the Committee of the Whole minutes had been amended prior to the meeting, replacing Commissioner McLane's name on the signature page with Commissioner Larkin's name. Commissioner Thomas made a motion to approve the Committee of the Whole minutes from May 26, 2016, as amended. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas, and Larkin. Nays: None. Absent: Peterson. Motion carried.

COMMUNICATIONS

Director Smith commented on a letter received from the Counseling Center of the North Shore thanking the Park District for the donation made to support their fundraising efforts. Commissioner McLane commented on a letter he received from Phil Hosa and the VFW – New Trier Post 43, thanking the Park District for the contributions to the Memorial Day Observance. President Larkin also commended Toby Ross for the success of the parade.

UNFINISHED BUSINESS

Community Survey

Director Smith noted that the final piece of the Community Survey is the "Leader to Leader" discussions which are being conducted by the Board and staff and should be completed by next week.

Strategic Plan

The Executive Steering Committee will be meeting Tuesday, June 28. Team Leaders have been assigned, initiatives identified and staff will begin writing goals and objectives, and assigning cost estimates where applicable. Director Smith also noted that the document is still open for suggestions.

Stormwater Management – Land Use Analysis

Director Smith met Wednesday, June 22 with Rob Bahan. The Village has begun a dialogue with the Cook County Forest Preserve District about the property west of Hibbard. The Park District's proposal to do land planning for Crow Island Woods is still tabled by the Village Council. Commissioner Kahnweiler inquired if the lacrosse fields were being considered, and if so, how

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that affects the Park District and the Par 3 course. At this time, nothing has been determined. Ideas for possible uses and ownership of the landfill were also discussed.

Dwyer Park

The second set of public meetings was held on June 16 and 18. At the public meetings, Costa Kutulas and Rick Schram reviewed the drawings that were presented to Parks & Beaches Committee on June 9. Director Smith noted that there was much discussion about the old post office dovetailing into the park site. Staff also received more comments from the audience suggesting that there should be more dialogue with Village. Commissioner Claybrook reiterated her comments regarding the meeting she previously participated in with President Larkin, Director Smith, Superintendent Kutulas and Village representatives. In her view, the Village has no official plans yet for redevelopment, but feels they are laying the foundation for what needs to be addressed at this site, but not what is going to be built. Commissioner Claybrook continued, saying the Village isn't ready and the park district shouldn't wait to move forward with its plans. The current plans will be revised to reflect the comments and suggestions received. Price estimates will now be assigned, and staff would like to present the various gazebo plans to the Village Design/Review Board to gain their support.

NEW BUSINESS

Eagle Scout Presentation

Superintendent Muno introduced Robert Crane, an Eagle Scout who recently completed his Eagle Scout project at the Winnetka Golf Course. Robert explained that there are many bats at the golf course. For his project he created a habitat consisting of two poles and 4 homes, which keeps the bats away from residents while helping control the mosquito population. In response to a question from President Larkin, Robert noted that he learned how diverse the population of bats is and that there are many species of bats in Illinois.

Treasurers Report

Chief Financial Officer Farmer explained that it is an annual requirement for the park district to complete a Treasurer's Report by the end of June. The report was shared with the Board for informational purposes and will be posted on the website.

Prevailing Wage Ordinance

The Audit Committee reviewed and discussed the ordinance on June 9 and recommended approval. Commissioner Claybrook made a motion to approve Ordinance #544 adopting the prevailing wages to be paid to laborers, mechanics and other workers employed on projects for the Winnetka Park District. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas, and Larkin. Nays: None. Absent: Peterson. Motion carried.

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Annual Audit

On June 9, the Audit Committee met with Ron Amen of Lauterbach & Amen to review the annual audit. The committee recommended approval of the audit. Commissioner Archambault made a motion to approve the 2015 Certified Annual Financial Reports as presented. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas, and Larkin. Nays: None. Absent: Peterson. Motion carried.

Policy Manual Review – Chapters 8-13

The respective committees reviewed the chapters of the policy manual. Director Smith noted that the edits received from the respective committees have been highlighted are included for this first reading. Commissioner Kahnweiler asked for an update on PDRMA's opinion on allowing non-motorized vessels at Elder. Superintendent Shea stated that PDRMA approves as long as the area has proper signage. Commissioner Kahnweiler recommended allowing paddle use at Elder because paddle use is becoming so popular and asked Commissioner Claybrook to share her opinion. Commissioner Claybrook met with staff after the last Park s& Beaches Committee meeting to discuss paddle. Staff would still like to wait until 2017 to introduce paddle to Elder and Commissioner Claybrook is in agreement given that paddle users are already using their boards without incident. The Board and staff discussed the pros and cons of officially introducing paddle now at Elder and agreed to continue with the current operations. Commissioner Kahnweiler would like the scholarship section of each chapter to be adjusted to reflect that all scholarship applications be channeled through the administrative office, rather than through the respective facility to ensure confidentiality. Following discussion, Commissioner Thomas made a motion to approve the 1st reading of Chapters 8-13 of the policy manual as presented with any edits. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas, and Larkin. Nays: None. Absent: Peterson. Motion carried.

MATTERS OF THE DIRECTOR

- Director Smith reminded the Board of the upcoming 4th of July festivities. Manage Cherveney asked interested Board members to arrive by 9:30 for the parade.
- Director Smith inquired if the Board had any interest in a park tour. Libby will send out a doodle request for dates.

BOARD LIAISON REPORTS

Commissioner Thomas submitted a report prior to the meeting via email which included the following:

- **Plan Commission:** No meeting this month. However, Village staff is considering going to the paperless system similar to what we use.

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- **Caucus Council:** The Caucus Parks Committee is developing Commissioner candidates for contact and then interview. Tuesday evening's meeting had a list of 17 possibilities and those will all be called to determine interest. New recommendations are welcome.
- **Winnetka Youth Organization:** A WYO Board meeting this morning affirmed the desire to lay specific plans for a merger with Glencoe Youth Services. The target would be an integrated operation in FY 2017/18.

REMARKS FROM VISITORS

The following visitors shared their comments:

- Krysia Miller – would like to know if the pool is on the list of strategic initiatives. Director Smith noted that a pool is not called out specifically. Asked for an explanation of the grants that have been applied for. Superintended Kutulas explained that two grants are for wayward finding signs at Tower and Lloyd and two are for planning initiatives which includes stairs and bluff restoration. She also stated that she was at Tower Rd. Beach on Father's Day and counted the parked cars and noted that only 9 of the 52 cars at the top had Village stickers and asked if anyone is tracking the usage of residents vs non-residents. Superintendent Shea explained that staff record the residency of the daily fees attendees as well as the attendance of the season pass holders. Ms. Miller informed the Board that the buoys at Tower Beach are not in the same location as they have been and the lifeguard station is too far south, and they need to be moved.
- Zosia Schaer – visited Tower Rd. Beach over Memorial weekend and objects to that fact that the bathrooms are not open on that weekend. The beach was packed and she thinks they should be open. She asked why staff took away the bench from Lloyd Beach. Superintendent Kutulas explained that it was being repaired.
- Chris Crone – in response to a comment from Commissioner Kahnweiler, Mr. Crone mentioned that last spring he ran a men's paddle group on Friday afternoons. He continued by reading an excerpt from a Village Strategic Plan from 1917 that has had a historically significant effect on the Village. He concluded by expressing the desire to help the Park District to have a better future for Crow Island Woods.
- Lisa Kohr – read a statement expressing her opinion of the importance of protecting Crow Island Woods. She also thanked Superintendent Kutulas for walking through woods and explaining the restoration work that has been taking place there. She urged the Park Board to continue to invest in the woods and stated that the neighbors would like to offer their help, partnership and support.
- Krysia Miller – noted that there is a sign on the north end of Elder that reads "Private Property, No Trespassing", but the property beyond sign is actually Park District property. She would like to know where exactly the paddle boards will be launched in the future.

STAFF REPORTS

- Superintendent Kutulas reported that the Hubbard Woods renovation project came in approximately \$20,000 under budget. Community engagement will begin soon for Phase 2 of

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Northfield Park. New windows will be installed at the Indian Hill Shelter. Planning has begun on the tennis court renovations.

- Recreation Supervisor Toby Ross provided an update on the progress of the 4th of July planning. The winner of Winnetka's Got Talent will sing the national anthem at the Village Green. He also reported on the increase in revenue for camp.

EXECUTIVE SESSION

Commissioner McLane made a motion to enter Executive Session at 7:55 pm. to discuss:

- The Semi Annual Review of Executive Session Minutes-Sect. 5 ILCS 120/2 (c) (21)

The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, Thomas and Larkin. Nays: None. Absent: Peterson. Motion carried.

Commissioner Thomas left prior to the closed session.

RETURN TO OPEN SESSION/ACTION

Commissioner McLane made a motion to return to open session at 8:03 pm. The motion was seconded by Commissioner Archambault and passed by a voice vote. Motion carried.

Commissioner Archambault made a motion to approve the release of the closed session minutes from 10/25/01, 9/26/02, 10/10/02, 3/13/14, and 12/18/14. The motion was seconded by Commissioner McLane and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, and Larkin. Nays: None. Absent: Peterson and Thomas. Motion carried.

Commissioner Archambault made a motion to dispose of the tapes from the following meetings: 4/24/14, 6/26/14, 8/14/14, 9/11/14, 11/13/14, and 12/18/14. The motion was seconded by Commissioner McLane and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, McLane, and Larkin. Nays: None. Absent: Peterson and Thomas. Motion carried.

ADJOURNMENT

Commissioner McLane made a motion to adjourn the regular board meeting at 8:05 pm. The motion was seconded by Commissioner Archambault and passed by a voice vote. Motion carried.

Ian Larkin, Board President

Robert Smith, Board Secretary