

**MINUTES OF THE 2,315th  
REGULARLY SCHEDULED BOARD  
MEETING OF THE COMMISSIONERS  
AND OFFICERS OF THE WINNETKA  
PARK DISTRICT, WINNETKA, IL  
THURSDAY, OCTOBER 22, 2015**

President Brad McLane called the meeting to order at 6:30 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; Bob Farmer, Chief Financial Officer; John Muno, Superintendent of Facilities; Mary Cherveney, Communication/Marketing Manager; Costa Kutulas, Superintendent of Parks; John Shea, Superintendent of Recreation; Greg Fields, Park Operations Manager; Andrew Cabrera, Parks and Facilities Maintenance Staff; Margo Sorensen, Accounts Payable; Paul Godek, Lead Mechanic; Jamie Martin, Parks and Facilities Maintenance Staff and Libby Baker, Administrative Manager/Safety Coordinator. Visitors: Chuck Balling, Scott Freres, Warren James and Don Smith.

**ADDITIONS TO THE AGENDA**

None

**APPROVAL OF FINANCIALS**

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

**APPROVAL OF VOUCHERS**

The Board was presented with the Voucher List for October 2015. Following questions and discussion, Commissioner Thomas made a motion to approve the vouchers in the amount of \$751,002.99. The motion was seconded by Commissioner Kahnweiler and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

**REMARKS FROM VISITORS**

Superintendent of Parks, Costa Kutulas introduced staff members Greg Fields, Paul Godek, Andrew Cabrera, and Jamie Martin and provided background information on each of them along with their roles and responsibilities within the park district.

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## **APPROVAL OF MINUTES**

### **Regular Meeting Minutes**

Commissioner Thomas made a motion to combine the Regular meeting minutes of September 17, 2015 and the Committee of the Whole and Audit Committee minutes of October 8, 2015 into a consent agenda. 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 approve the Consent Agenda. The motion was seconded by Commissioner Archambault and passed by a voice vote. **Motion carried.**

## **COMMUNICATIONS**

President McLane commented on the thank you letter received from the NSSRA Foundation for the annual SWING Golf Outing.

## **UNFINISHED BUSINESS**

### **Storm Water Utility Fee**

Directed Smith reported that on October 13, he and Don Matthews of Gewalt Hamilton presented to the Study Session of the Village Council. The council members were in favor of the requested waivers and have agreed to apply the partnership credit, with no conditions, for Lloyd Park. The Village will adjust the bills accordingly once the requests have been formally approved.

### **Lakefront Advisory Committee**

Director Smith welcomed Scott Freres of the Lakota Group, who in turn introduced Warren James, the chair of the Lakefront Advisory Committee. Scott commended the committee members and thanked them for their support and input. Scott briefed the Board on the process which began over a year ago. The last step of the process is to present a draft of the Lakefront Master Plan to the Board in November with the final plan brought for approval at the December meeting. A beach tour has been scheduled for November 14 with John Shabica.

### **Hubbard Woods**

Costa Kutulas reported on the progress of the Hubbard Woods renovation. The project is still on schedule. Commissioners Thomas and Kahnweiler have visited the site with Costa. The playground equipment will be delivered next week and installation will begin shortly after.

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### **Bikeway Master Plan**

Director Smith and Steve Konters of Hitchcock Design presented at the October 13 Village Council Study Session. The plan was supported and adoption of the first phase was approved. The final report is being put together and will be presented to the Park Board for approval.

### **Strategic Plan**

Director Smith introduced Chuck Balling of GovHR. Chuck provided some personal background information and shared his excitement about this project. Chuck also discussed the strategic planning process and the associated timeline. The Board discussed having their participation begin earlier in the process.

### **Winnetka Hockey Club**

Superintendent of Facilities John Muno clarified the operations of the House League Hockey program as it relates to the Winnetka Hockey Club. The operations of the Winnetka Paddle Tennis Club were also discussed.

## **NEW BUSINESS**

### **Budget Review Meetings**

Preliminary budgets will be ready the week of October 25. On November 5 the Board will review the Recreation, Beaches, Parks/Garage and General & Administration budget areas. On November 12 the Board will review the remaining budget areas. Libby will send meeting reminders out with the dates and a description of the agenda topics.

### **Auditor Contract**

Commissioner Claybrook made a motion to approve the service proposal from Lauterbach and Amen, LLP, as presented. 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.**

### **Display Request**

Commissioner Thomas made a motion to approve the display request from the Chabad of Wilmette. 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.**

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### **MATTERS OF THE DIRECTOR**

Director Smith updated the Board on his meeting with Linda Yonke, Superintendent of New Trier and a representative from the Cook County Forest Preserve in anticipation of a request from the Village to use property for storm water management. The meeting included a discussion to formulate a design team with a representative from each respective board to work together when the Village is ready to meet.

Director Smith and John Muno met with the golf staff to put thoughts on paper regarding improvements for the golf course and ways to recoup lost revenues.

### **BOARD LIAISON REPORTS**

Commissioner Thomas reported on the Plan Commission and the Caucus Committee. Ian reported on the kickoff of the downtown planning steering committee. Information regarding the plan can be found on the Village website. The Foundation met recently to recap the Party on the Pier. The meeting also included a discussion about capital planning.

### **REMARKS FROM VISITORS**

None

### **STAFF REPORTS**

Costa will continue to provide the Board with updates on the Skokie Playfield Service Center project, which is still on hold.

### **ADJOURNMENT**

Commissioner Larkin made a motion to adjourn the regular board meeting at 8:18 pm. The motion was seconded by Commissioner Thomas and passed by a voice vote. **Motion carried.**

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Brad McLane, Board President

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Robert Smith, Board Secretary