

**MINUTES OF THE 2,317th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, DECEMBER 17, 2015**

Vice-president Ian Larkin called the meeting to order at 6:30 p.m. Commissioners present: Mickey Archambault, Gerri Kahnweiler, Ian Larkin, John Peterson and John Thomas. Commissioners absent: Teresa Claybrook and Brad McLane. Staff present: Robert Smith, Executive Director; Bob Farmer, Chief Financial Officer; John Muno, Superintendent of Facilities; Costa Kutulas, Superintendent of Parks; Mary Cherveney, Communication/Marketing Manager; John Shea, Superintendent of Recreation; Kellie Edwards, Landscape Crew Supervisor and Libby Baker, Administrative Manager/Safety Coordinator. Visitors: Don Smith and Monica C.

ADDITIONS TO THE AGENDA

None

APPROVAL OF FINANCIALS

Chief Financial Officer Bob Farmer reported on the November 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 VOUCHERS

The Board was presented with the Voucher List for December 2015. Following questions and discussion, Commissioner Thomas made a motion to approve the vouchers in the amount of \$623,177.11. The motion was seconded by Commissioner Peterson and a roll call vote was taken. Ayes: Archambault, Kahnweiler, Peterson, Thomas and Larkin. Nays: None. Absent: Claybrook and McLane. **Motion carried.**

REMARKS FROM VISITORS

Commissioner Larkin asked for visitor comments. There were none.

APPROVAL OF MINUTES

Regular Meeting Minutes

Commissioner Thomas made a motion to combine the Regular meeting minutes of November 19, 2015 and the Committee of the Whole minutes of December 10, 2015 into a consent agenda.

Continued minutes from the 2,317th
Regular Board meeting
December 17, 2015

The motion was seconded by Commissioner Kahnweiler and passed by a voice vote. **Motion carried.**

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

COMMUNICATIONS

None

UNFINISHED BUSINESS

Bikeway Master Plan

Director Smith updated the Board on the status of the Bikeway Master Plan. The final draft is currently being reviewed by staff and will be presented to the Board in January for final approval. Commissioner Larkin expressed his concern that the consultants for the Downtown Master Plan steering committee may not be aware of the Bikeway and Lakefront Master Plans. Director Smith will reach out to Village staff and the consultant to inform them of the respective plans.

Hubbard Woods

Superintendent Kutulas reported on the progress at Hubbard Woods Park. The shelter area is nearing completion. The building should be completed by the end of January. The playground area is now complete due to the favorable weather conditions. The Board encouraged staff to begin programming the space. Staff is still hopeful that the IDNR grant money will be released and has been maintaining records accordingly.

Golf Course Master Plan

Director Smith has plans to speak with Linda Yonke of New Trier to compare notes regarding the discussions both agencies have had with the engineering firm. Director Smith also noted that Rob Bahan has expressed that the Village is no further along with their planning process and is not able to give any additional information at this time.

Continued minutes from the 2,317th
Regular Board meeting
December 17, 2015

Community Survey

Since the last meeting, Director Smith has met with Chuck Balling, GovHR and Ron Vine, Leisure Vision, to refine the survey questions per the direction of the Board. A revised survey draft will be presented to the Board at the January 14, 2016 committee meeting.

Lakefront Master Plan

Director Smith reported that the draft report will be reviewed with the Board at the January committee meeting and the final report will be presented for approval at the January regular board meeting. Director Smith and Scott Freres met with the Illinois Department of Natural Resources to review the plan. The IDNR feels that the projects meet the requirements to be permitted. A meeting to review the plan will also be scheduled with the Army Corp of Engineers.

NEW BUSINESS

Tax Levy Ordinance

Chief Financial Officer Bob Farmer noted that the Tax Levy is a standard annual practice. It is less than a 3% increase from 2014. Following questions and discussion, Commissioner Thomas made a motion to approve the Tax Levy Ordinance #541 as presented. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Kahnweiler, Peterson, Thomas, and Larkin. Absent: Claybrook and McLane. Nays: None.

Motion carried.

MATTERS OF THE DIRECTOR

- Director Smith and Superintendent of Recreation John Shea met with the Chief Financial Officer of School District #36 to review the new intergovernmental agreement. The meeting was very positive. The school district will be adding their services to the agreement and presenting them to the park district.

BOARD LIAISON REPORTS

- Planning Commission - Commissioner Thomas noted that the commission has not met for the last two months.
- Caucus Council – Commissioner Thomas reported that the Caucus is preparing to appoint a new chair and vice-chair.

Continued minutes from the 2,317th
Regular Board meeting
December 17, 2015

- Downtown Master Plan - Commissioner Larkin suggested visiting the Master Plan website as it contains very good information.

REMARKS FROM VISITORS

Commissioner Larkin asked for visitor comments. There were none.

STAFF REPORTS

Commissioner Kahnweiler inquired about the status of potentially reducing our contributions to IMRF. Bob Farmer responded that he will follow up with IMRF. At the request of Commissioner Thomas, Bob Farmer generated a list of Winnetka Paddle Tennis Club members that have paid their current membership dues. Currently there are “members” that are playing that have not paid their dues. Commissioner Peterson requested additional information regarding indoor tennis court usage to determine potential availability. Superintendent Muno will gather the data. Administrative Manager Libby Baker asked each of the board members to complete the Email Contact Information form. A new, internal email distribution list is being created to insure consistent communication between the staff and board.

EXECUTIVE SESSION

Commissioner Kahnweiler made a motion to enter Executive Session at 7:45 p.m. to discuss:

- To consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity.
5ILCS 120/2(c) (1)
- Semi Annual Review of Executive Session Minutes 5ILCS 120/2 (c)(21)

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

Commissioner Thomas made a motion to return to open session at 8:22 p.m. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Kahnweiler, Peterson, Thomas, and Larkin. Nays: None. Absent: Claybrook and McLane. **Motion carried.**

Continued minutes from the 2,317th
Regular Board meeting
December 17, 2015

RETURN TO OPEN SESSION/ACTION

Commissioner Archambault made a motion to approve the release of the closed session minutes from 7/14/11 and 8/27/15. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Archambault, Kahnweiler, Peterson, Thomas and Larkin. Nays: None. Absent: Claybrook and McLane. **Motion carried.**

Commissioner Peterson made a motion to dispose of tape recordings from the following meetings: 5/12/05, 5/26/05, 6/23/05, 7/14/05, 8/18/05, 9/8/05, 11/17/05, 2/9/06, 3/9/06, 3/8/07, 4/12/07, 2/14/08, 4/10/08, 4/24/08, 7/24/08, 8/21/08, 9/11/08, 10/23/08, 2/26/09, 4/13/09, 6/25/09, 1/14/10, 9/12/13, 12/12/13, 1/9/14, 1/16/14, 2/27/14 and 3/13/14. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Archambault, Kahnweiler, Peterson, Thomas and Larkin. Nays: None. Absent: Claybrook and McLane. **Motion carried.**

Commissioner Thomas made a motion to approve Ordinance #542, Approving Employee Paid Sick and Vacation Leave Policy as presented. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Kahnweiler, Peterson, Thomas and Larkin. Nays: None. Absent: Claybrook and McLane. **Motion carried.**

ADJOURNMENT

Commissioner Archambault made a motion to adjourn the regular board meeting at 8:26 pm. The motion was seconded by Commissioner Thomas and passed by a voice vote. **Motion carried.**

Brad McLane, Board President

Robert Smith, Board Secretary