



**WINNETKA PARK DISTRICT
COMMITTEE OF THE WHOLE
Thursday, May 14, 2020
Via Zoom Meeting
6:00p.m.**

AGENDA

1. Roll Call
2. Changes to the Agenda
3. Communications
4. New Business
 - a. Appointment of Commissioner to Checking Account
 - b. Meeting Time Change Request
5. Unfinished Business
 - a. Stormwater - Crow Island and Skokie Playfield IGA
 - b. Winnetka Waterfront 2030 – Lakefront Master Plan*
 - c. Lakefront Summer Operations Update
 - d. Capital Financing Project Update*
 - e. COVID-19*
6. Matters of the Director
7. Board Liaison Reports
8. Staff Updates
9. Closed Session

The Board will enter Closed Session to discuss:

 - a. The purchase or lease of property. 5 ILCS 120/2(c)(5)
 - b. Personnel 5 ILCS 120/2(c)(1)
10. Return to Open Session
11. Adjournment

*Items included in packet

Persons with disabilities requiring reasonable accommodations to participate in meetings should contact John Shea, the Park District's ADA Compliance Coordinator, at the Park District's Administrative Office by mail at 540 Hibbard Rd, Winnetka, IL, by phone at 847-501-2040, Monday - Friday from 8:30 a.m. to 5:00 p.m., or by email to jshea@winpark.org at least 48 hours prior to the meeting. Requests for a qualified interpreter require five (5) working days advance notice.

**Winnetka Park District
Board Summary**

Date: May 11, 2020
To: Board of Commissioners
Subject: Lakefront Master Plan Update
From: John S. Shea Jr., Superintendent of Recreation
Costa Kutulas, Superintendent of Parks
Through: John Muno, Executive Director

Summary

Staff worked collaboratively with Shabica and Associates to compile all necessary materials for the Lloyd Shoreline Protection Project bid packet. The bid release will be posted in the Thursday, May 14th edition of the Winnetka Talk newspaper. The Winnetka Park District will be holding a bid opening on Thursday, June 4th. Following a review of all submitted proposals with Shabica and Associates and once references are checked; staff will recommend to the Board of Commissioners, at June 25th Board Meeting, the lowest qualified bidder for approval.

With the completion of the walkway foundations in late April, work has now shifted to grading the project site and layout of the walkway structure. The upper activity platform foundation is being backfilled and all utility interruptions are being repaired. The site will begin to take shape in the upcoming weeks as the carpenters work west to east down the bluff. Final submittals are being completed and steel handrail fabrication is nearing completion. Those materials will be delivered on-site following the carpenters in the upcoming weeks. Due to some inclement weather days and COVID delays the project will likely go beyond the anticipated June 26th completion date and reach into July.

END





**Board Memo
Winnetka Park District**

Date: May 11, 2020
To: Board of Commissioners
Subject: Capital Financing Project Update
From: Christine Berman, Superintendent of Finance

Staff has recently met regarding the additional major capital project funding via a proposed 2020 debt issuance and how it relates to the District's current and forecasted finances. This remains a top priority as the Lloyd Beach shoreline protection permit project is about to go out to bid.

As a result of that meeting, Piper Sandler provided new repayment schedules for both \$6M and \$9M bond issuances at 20 and 25-year repayment schedules.

Critical pieces of the new capital funding proposal will be for staff to provide to the Board and Piper Sandler updated forecast numbers to include, but not be limited related to, the estimated impact of the COVID-19 pandemic on the 2020 original budget, including adjustments to offset the loss of revenue and future golf course stormwater costs.

These forecast estimates are expected to be available in anticipation of a workshop session scheduled for Tuesday, 5/12/2020 with staff and Commissioners Lussen and Codo. They have graciously agreed to continue as the Board Liaisons to assist in formulating observations/recommendations to the Board.

After Tuesdays meeting, it is anticipated that updated financial forecast information can be provided to Piper Sandler for a further and more detailed review, discussed by the Park Board for the priority projects and amount of funding/debt service to be considered for the future.

End

Date: May 12, 2020
To: Winnetka Park District Board of Commissioners
From: John Peterson, Executive Director
Re: COVID-19 Board Summary

The following highlights the many ways in which the Winnetka Park District staff is addressing the COVID-19 situation:

Community Collaboration and Communication

John Shea and I are part of a weekly conference call with the Village of Winnetka, local government, and school officials to collaborate on evolving COVID-19 status, operations, and issues.

Park Ambassador Services

In collaboration with the Village of Winnetka Police Department, we are providing park ambassador services to our parks and beaches to ensure residents are practicing social distancing and related guidelines. We currently provide the service from 11:00 a.m. to 7:00 p.m., weekend days only.

Programming & Operations

With the Governor's most recent announcement of the five-phase "Restore Illinois" program and COVID-19 health statistics, staff is working very hard to offer programs and services. The Governor's announcement of Monday, May 11th that points to a mid-June peak, is one example of the flexibility required of staff as they plan for programs and services.

Beginning May 1st, Matt Johnson and the Winnetka Golf Club staff, along with Matt McCann and the Golf Maintenance staff; have been providing golf services within the afforded guidelines (twosomes only, tees times every 15 minutes, etc.). The response has been terrific. The course is in excellent shape and the patrons have enjoyed the opportunity to play the 9-hole and 18-holes courses.

Also, as of Tuesday, May 12th, the District has re-opened outdoor tennis services. We require that participants agree to and abide by social distancing guidelines and other requirements. Additionally, we are offering one-on-one lessons taught by Winnetka Park District Tennis professionals only.

Staffing Plans and Economic Impact

Thanks in large part to the overwhelming support of the WPD Board of Commissioners, the District is currently committed to fully compensating all staff through May 31st. We are continuing to work towards providing programs and services however, we are also modeling adjustments to full-time and part-time staff. While we continue to face a workplace environment that makes it difficult to predict when and what normal operations will look like; we are monitoring local, state and federal guidance on a daily basis. Staffing will be dictated by government guidance and notably, the very significant revenue shortfall we are experiencing. We will continue to assess WPD's overall work requirements and financial performance to make staffing decisions.

End