

**WINNETKA PARK DISTRICT  
COMMITTEE OF THE WHOLE  
MEETING MINUTES  
THURSDAY, JANUARY 7, 2021 | 6:00 P.M.  
VIA ZOOM**

President Archambault called the meeting to order at 6:01 p.m.

**Commissioners Present:** Mickey Archambault, Teresa Claybrook, Christina Codo (joined after roll call), Warren James, Eric Lussen, David Seaman.

**Commissioners Absent:** Colleen Knupp

**Staff present in the Winnetka Park District Administrative Office with observance of social distancing practices and via Zoom videoconference:** John Peterson, Executive Director; Costa Kutulas, Director of Parks and Maintenance; Christine Berman, Superintendent of Finance; John Shea, Superintendent of Recreation; Lara Kuechel, Executive Assistant

**Staff present via Zoom videoconference:** Kelsey Raftery, Marketing Brand Manager

**Audience Present via Zoom videoconference:** Otto Odendahl, Don Smith

**ADDITIONS/CHANGES TO AGENDA:** None

**COMMUNICATIONS:** Thank you from the Robert Bahan Family for condolences, a Christmas thank you drawing from a young patron, and a thank you voicemail was from Maggie Step was played regarding the Santa visit event.

**\*Note:** Commissioner Codo joined at 6:05 p.m.

**NEW BUSINESS**

**Golf Food Service RFP**

Matt Johnson, Winnetka Golf Club Manager, reported that he, Executive Director Peterson, and Superintendent Shea had reached out to local restaurants seeking interested parties to bid on food and beverage service at the WGC. They reported that several restaurants indicated the timing was bad due to the COVID pandemic, but appreciated the opportunity. They ultimately received three (3) proposals from Avli, Open Kitchens, and Pear Tree Catering/He's Kitchen, interviews were conducted and all were impressive. A brief question and answer session took place. Contracts would be two (2) years with a hard stop with the stormwater plan in mind and made clear to all finalists. It was noted that some are rentals and some revenue shares. A final decision for Board approval will be forthcoming.

## **UNFINISHED BUSINESS**

### **2021 Budget Adjustments and Approval Process**

Superintendent Berman reported the legal notice for the Budget & Appropriation Hearing appeared in the Winnetka Talk, January 7, 2021 and has been on the Park District website since December 18, 2020. No additional changes have been made. The public hearing and Board vote of approval will take place at the January 21, 2021 meeting. President Archambault expressed he is looking forward to the final approval.

### **Lakefront Masterplan Update**

Superintendent Kutulas reported on the following projects:

Tower Road – the ornamental iron and mesh work continues and is nearing completion.

Lloyd Beach - the breakwater project has been completed and moving into additional Tier II work planning stages for: the boardwalk, bluff restoration, paving, demolition of the fencing and garage storage structures for motorized boat storage. Staff is completing as much work in-house as possible. He is awaiting a final proposal from F. H. Paschen which will be presented at the January 21, 2021 meeting.

Elder/Centennial - is approaching final design planning stage for the breakwaters. It was further reported Shabica & Associates is working with Commissioner James regarding the pier, placement of the ramp and beach access as well. Some dialog has taken place with the Village of Winnetka regarding the outfall pipe and with the north and south neighbors in preparation for the permitting process.

A brief question and answer exchange took place; President Archambault questioned the completion and opening of Lloyd Beach and the Elder/Centennial project, to which Superintendent Kutulas replied that deliverable hardscape should be in place by April 1 at Lloyd, with a soft opening expected in May for the WPD board of commissioners' annual meeting. He emphasized that while there had been fruitful dialog with the Village regarding the removal of the Village's pier and the relocation of the Village's outfall pipe, it is premature to speculate on a timeline and is hopeful to keep it as a maintenance project. Commissioner Seaman questioned a cost share to which Commissioner James noted it remains fluid.

## **MATTERS OF THE DIRECTOR**

Executive Director Peterson noted general positives regarding use of outdoor ice. He reported the Winnetka Police Department is collaborating with the Park District to monitor overnight activity. Also noted was the age and condition of the outdoor ice refrigeration equipment and perhaps only one more season may be possible, which likely will coincide with the stormwater project. Executive Director Peterson reported the virtual holiday party was successful with the help of Britni Purnell and Christine Berman. He also credited them with establishing flexible spending accounts for staff.

Commissioner Lussen added positive comments regarding the use of the outdoor ice. He added the WPD social media has been outstanding and offered thanks for providing patrons with programs and much-needed outlets for recreation.

## **MATTERS OF THE DIRECTOR – cont'd**

Executive Director Peterson noted a change in the start time for the May 27<sup>th</sup> annual meeting is required to bid adieu to Commissioner Claybrook, swear in and welcome current board candidate Colleen Root as a commissioner, and then transition to a ribbon-cutting event for Lloyd Beach. The Lloyd Park/Beach celebration events are in being planned.

## **BOARD LIAISON REPORTS**

Superintendent Berman reported the Winnetka Parks Foundation has made great fundraising progress in a recent drive, raising \$76,600.00 to date. The total 2020 donations to the District and Foundation come to \$88,000.00. The ability to accept stock donations has also been implemented as well as additional possibilities for naming rights. Executive Director Peterson added the Foundation is going to be changing its membership format. He has had conversations with Ian Larkin and expects there to be a formal board as well as “friends of the Foundation”, with mandatory donation requirements, in hopes to garner more involvement. President Archambault commented the results were remarkable, further suggesting the Board send a thank you letter. Commissioner Seaman emphasized prompt tracking plans in order to plan for future contributions. Commissioner Lussen expressed willingness to help with implementation of donation functionality.

President Archambault reported on his attendance at the Village Council meeting and their reported schedule for the stormwater plan. He asked for their clarification that the plans will commence in 2022, with completion in 2023 and he will continue to follow-up.

## **STAFF UPDATES**

**Superintendent of Recreation, John Shea** – Superintendent Shea noted his staff went the extra mile to provide creative events. He further reported soccer and lacrosse are still taking place on the turf and at the suggestion of Commissioner Lussen, a homemade ice rink competition is being held. Superintendent Shea spoke of the plans for a lottery process for fenced-in storage; a lengthy question and answer session took place regarding possible procedures; discussion will continue at the January 21, 2021 Board meeting.

**Superintendent of Finance, Christine Berman** – reported working on year end tasks and review by auditors. Superintendent Berman said Josh Strangberg had left the WPD for a position as Superintendent of Business Services for the Lake Bluff Park District and planning for his replacement.

**Marketing Brand Manager, Kelsey Raftery** – stated the spring brochure should be out early February with the summer brochure following a month afterwards. She spoke of the thank you video posted on the WPD Facebook page and Instagram, adding that the video received 1500 views.

### **STAFF UPDATES – cont'd**

**Director of Parks and Maintenance, Costa Kutulas** – lights are staying on longer for the early evening hours at Indian Hill Park. He noted the winter conservation work and big push for lakefront projects completion by the Parks Dept., citing value engineering and work on the boat racks.

**Executive Assistant, Lara Kuechel** – Statements of Economic interest are on the horizon. Please keep an eye out for further instructions.

### **CLOSED SESSION**

Commissioner Codo made a motion to go into Closed Session pursuant to Section 2(c)(5) of the Open Meetings Act, for the purchase or lease of real property for the use of the public body, Section 2(c)(6) for the setting of a price for sale or lease of property owned by the public body and Section 2(c)(1 ) for personnel. Commissioner Lussen seconded the motion. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Lussen, Seaman

Nays: None.

Motion carried.

### **RETURN TO OPEN SESSION**

At 7:40 p.m., Commissioner Claybrook made a motion to return to Open Session. Commissioner Codo seconded the motion. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Lussen, Seaman

Nays: None

Motion carried.

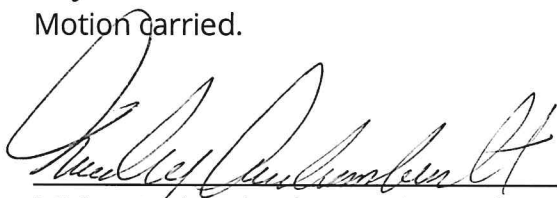
### **ADJOURNMENT**

Commissioner Seaman made a motion to adjourn the meeting at 7:40 p.m. Commissioner Codo seconded the motion. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, James, Lussen, Seaman

Nays: None

Motion carried.

  
Mickey Archambault, Board President  
John Peterson, Board Secretary