

**WINNETKA PARK DISTRICT
COMMITTEE OF THE WHOLE
MEETING MINUTES
THURSDAY, FEBRUARY 11, 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, Warren James, Eric Lussen, David Seaman

Commissioners Absent: None

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

Staff present via Zoom videoconference: Costa Kutulas, Director of Parks and Maintenance; Kelsey Raftery, Marketing Brand Manager

Audience Present via Zoom videoconference: Don Smith – joined at 6:15 p.m.

ADDITIONS/CHANGES TO AGENDA

None

COMMUNICATION

President Archambault reported receipt of a letter from Commissioner Colleen Knupp announcing her resignation from the Board due to time constraints. A brief discussion ensued regarding the pursuit of a replacement and engaging the Board members to identify potential candidates. Commissioner Claybrook proposed she take the lead in the efforts as she will be leaving the Board and can offer unique perspective. She further stated it is critical there be a candidate with children as parents are underrepresented on the Board. She suggested filling the term for the 2 years remaining and working with Superintendent Shea to identify significant users of the District. President Archambault noted that Commissioner Claybrook is ideal to which Commissioner James added she is perfectly suited for the task.

UNFINISHED BUSINESS

Lakefront Masterplan Update

Director Kutulas reported there is quite a bit of progress taking place “behind the scenes”. Tower Beach work continues with interior railings being produced in-house by the metalworker. Approximately three weeks left to wrap-up.

The Lloyd Beach project continues with F. H. Paschen working on the boardwalk project per the proposal approved at the last Board meeting. The change order work with Michels is wrapping-up as well.

Director Kutulas further reported a rendering of the Elder/Centennial project would be presented at the next Board meeting, as well as a timeline. Coastal engineering and supporting documentation for regulatory agencies (i.e. permitting) is taking place to bring it to the public. The goal is to have it submitted by March 5. A brief discussion took place regarding the timeline for permitting. It was noted Maple Beach Tier II work is still in need of completion, but is in a holding pattern at this time.

Fenced-in Boat Storage Plan

Superintendent Shea reported he has been fielding many questions and has received positive feedback. He will be in the office February 15 to field any last bids and inquiries in preparation for the live bid opening February 16. The lottery drawing will take place February 19. Commissioner Seaman inquired as to the number of bids, to which Superintendent Shea said he expects to receive bids up until the deadline. Commissioner Claybrook queried as to how well the lottery process has been received and Superintendent Shea responded it has been positive. President Archambault asked for clarification on the procedure; it was confirmed all are hard bids, sealed and must be dropped off, which is then documented.

MATTERS OF THE DIRECTOR

Executive Director Peterson announced Lara Kuechel has ended her regular duties with the Winnetka Park District and offered thanks. Libby Baker is expected to return to the Winnetka Park District as the new Office Associate; she is expected to start February 22.

Reported also was the progress of the hockey at the outdoor ice rink and the teamwork of Commissioner Lussen and Marketing Brand Manager Raftery. Executive Director Peterson added Manager Raftery continues to pursue a

corporate donor for a tennis bubble and other opportunities to provide naming rights.

Executive Director Peterson spoke of Steve Hole's departure from the Winnetka Parks Foundation. Also of note is Superintendent Berman's efforts to track revenue.

Commissioner Seaman inquired of the food and beverage offerings that have been discussed in the past. Executive Director Peterson said the Beach Bar & Bistro might be pursued for 2022, as there are many administrative steps to cover. The Open Kitchens agreement is being finalized and awaits signing. Avli did submit a bid, and has been notified of the new concessionaire.

Staff evaluations are being completed.

BOARD LIAISON REPORTS

President Archambault reported participating in regularly scheduled, bi-weekly Zoom calls with the Village of Winnetka, participants include: John Peterson, Warren James, Chris Rintz, and Robert Bahan. The discussions have pertained to current topics such as: stormwater, a dog park location, the Lakefront Masterplan and zoning, which have been described as very productive. The Village is contracting with a golf course architect and a park district project team has been agreed upon to include Matt Johnson, Golf Club Manger; Matt McCann, Golf Course Superintendent; and Board President, Mickey Archambault. The Village will be represented by James Bernahl. The lakefront project will be represented by Commissioner James and Director Kutulas. President Archambault noted a location for the dog park looks favorable. Commissioner James spoke of the golf course architect and suggested the need for a supplemental contract to make sure the course design meets the park district's expectations.

STAFF UPDATES

Christine Berman, Superintendent of Finance – reported the hiring of a new staff accountant, Andrew Trettin, from the City of Park Ridge. Superintendent Berman reported on the first meeting of the finance committee, consisting of Christina Codo, David Seaman, John Peterson, as well as herself. Revisions to the monthly financial report were discussed. Work continues on the audit and preliminary figures for December 2020 show the year is expected to be positive due to the cuts in expenses. This information will be presented at the next meeting. She shared a slide of the year-to-date revenues, which are lower than budget and noted ninety-

eight percent (98%) of taxes have been collected, explained the operating expense and capital reports, noting the net surplus is a great turn-around.

Kelsey Raftery, Marketing Brand Manager – reported she has been in contact with Liz Taylor from North Shore Community Bank regarding sponsorship of a tennis bubble and turf fields naming rights, noting Ms. Taylor thought it was a good fit for Wintrust. Both she and Executive Director Peterson will follow-up. She touched on plans for the outdoor rink and recreation possibilities. Commissioner Lussen and Executive Director Peterson commented about the impressive work for the Outdoor Rink brochure, with additional thanks from Commissioner Lussen. The spring brochure has been launched on the website.

John Shea, Superintendent of Recreation – reported seven families are participating in a home ice rink competition, with online voting. Other activities taking place include snowshoeing at Winnetka Golf Club and gym programs in the rental space at Winnetka Bible Church. Staff is looking towards July 4 and the return of comedy shows to be held at the Tennis Center. Security options for the beaches are being reviewed for overnight protection, camp preparation is underway, including the possibility of bringing back sailing. Superintendent Shea also commented about the many new programs in the spring brochure. He offered kudos to staff for their creative planning. Commissioner Lussen commended the “pop-up” basketball clinics, as did Commissioner Claybrook. Superintendent Shea confirmed flexibility around “away camps” would be key this summer.

Costa Kutulas, Director of Parks and Maintenance – reported the Parks Department continues work to maintain the infrastructure. Dialogue regarding sand management continues with seven residents and the Village of Winnetka north of Lloyd. Crow Island winter cleanup is almost complete. Director Kutulas added that in-house storage rack production for Lloyd would result in a \$60,000 – \$70,000 in cost savings. A request for equipment replacement will be presented to the Board for review at the next meeting. Director Kutulas acknowledged the resignation of Dan Nogal and the potential for hiring from within.

Lara Kuechel, Executive Assistant – expressed her appreciation to everyone as she completes her last commitments to the park district. She added that the position is in good hands with her replacement, Libby Baker and offered her congratulations.

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 James seconded the motion. A roll call vote was taken.

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

Nays: None.

Motion carried.

RETURN TO OPEN SESSION

Commissioner Claybrook made a motion at 7:45 p.m. 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 Claybrook made a motion to adjourn the meeting at 7:45 p.m. Commissioner Seaman seconded the motion. A roll call vote was taken.

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

Nays: None

Motion carried



John Peterson, Board Secretary

APPROVED MARCH 25, 2021