

**WINNETKA PARK DISTRICT
COMMITTEE OF THE WHOLE
MEETING MINUTES
THURSDAY OCTOBER 10, 2019
COMMUNITY ROOM
5:30 P.M.**

President Archambault called the meeting to order at 5:32 p.m.

Commissioners Present: Mickey Archambault, Teresa Claybrook, Christina Codo, Warren James, Colleen Knupp (arrived at 5:47 p.m.), Eric Lussen (by phone at 5:48 p.m.) and John Peterson. Commissioners Absent: None

Staff Present: John Munro, Executive Director; John Shea, Superintendent of Recreation; Christine Berman, Superintendent of Finance; Costa Kutulas, Superintendent of Parks; Mary Cherveney, Administrative Services Manager and Kelsey Raftery, Marketing Brand Manager.

Audience Present: Rick Prohov.

ADDITIONS/CHANGES TO AGENDA

None

COMMUNICATIONS

None

NEW BUSINESS

Operating Capitals – Long Range Plan

Executive Director John Munro presented a high-level overview of the 2020 operating capitals and the five-year long-range plan. Identified three types of capitals: operating, major capitals and future funding (currently unfunded). Upon review of the 2020 operating capitals, Commissioner James stated he is looking for the staff to be realistic on capital budget and the time needed to implement capitals annually, so that budget and reality match. There was some continued discussion on capital budget timelines. President Archambault sharing asked if the bluff work timeline anticipated is accurate. Superintendent of Parks, Costa Kutulas stated that it is accurate, based on the information provided by the consultants. Commissioner James was concerned that the long-range plan is incomplete and the need to attach either dollars or TBD as a placeholder for those items yet budgeted, yet anticipated.

Upon conclusion of the formal presentation, Executive Director Munro provided a more in-depth look by fund at the request of Commissioner Claybrook and at the consensus of the other Board members. Superintendent Kutulas provided an overview of funds 300 and 400. Commissioner Claybrook asked if pavers could be replaced in sections or the entire area. Superintendent Kutulas confirmed that we spot replace as needed. Vice President Peterson asked for more details on Green Bay Trail in 2021. Superintendent Kutulas confirmed that is for the rest of the paving (2/3) of the trail, due to planned Village work that would conflict with 2020 paving.

Commissioner Knupp asked for location clarification of Happ Road Park, which Superintendent Kutulas provided. Vice President Peterson asked what type of cushion exists for unexpected costs. Superintendent of Finance stated it depends on the circumstance. Some items can be funded through repairs and maintenance otherwise, we look at what we will not complete or if a revised budget needs to be proposed. Upon further discussion, Superintendent Kutulas stated that years 2-5 have a contingency and are tightened annually. Superintendent of Recreation, John Shea reviewed funds 1000-1600. President Archambault suggested that we look at tax credits for energy efficient windows. When discussing fields, President Archambault asked about turf replacement, which Superintendent Shea indicated is scheduled for 2025. There were additional questions related to lakefront projects, which Superintendent Shea clarified. The \$50,000 for 2023 Maple Street Beach boardwalk will be removed since already completed. Executive Director Muno reviewed the facility funds 2000-2700. There was discussion regarding timing on some of the golf course maintenance capitals, with some unexpected capitals may occur in 2023-2024. When Executive Director Muno discussed LED lighting at Platform Tennis, Commissioner Lussen expressed an interest at looking for the WPTC to be a financial partner on the project. There was some further discussion on the project. Commissioner Knupp mentioned that the ice arena scoreboard is not working correctly. Executive Director Muno will follow up on that issue. Vice President asked about the coil replacement for the outdoor rink. Superintendent Kutulas stated it was at the end of its lifecycle. Commissioner Claybrook questioned the Zamboni replacement schedule, which Superintendent Kutulas clarified, was for the other Zamboni. There was some continued discussion on the aging infrastructure of the ice arena. Superintendent of Finance, Christine Berman reviewed special recreation fund 3100. Executive Director Muno reviewed major capitals fund 3700. Commissioner James stated the need to put in a placeholder or TBD on missing capitals/expenses instead of zero. Vice President Peterson agreed.

UNFINISHED BUSINESS

Winnetka Waterfront 2030 – Lakefront Master Plan Update

Superintendent Shea notified the Park Board that the Lloyd shoreline permit was submitted last week. Public comment will come out around the holidays and we will have 60 days to respond. Everything goes through the regulatory agencies.

Superintendent Kutulas provided an update on the bluff work. Next week will be the review of the construction documents to get the bids out. Bid approval will be in November or December. Working through the best way to manage the underbrush whether through controlled burns or a manual clearing effort. Lakota will be at the October 24 meeting to provide an update.

Executive Director Muno reminded the Park Board of the communication strategies that Marketing Brand Manager, Kelsey Raftery put together. She will present more at the October 24 meeting.

MATTERS OF THE DIRECTOR

Executive Director, John Muno shared that staff did a great job on Fallfest/Bike Winnetka despite the weather. Additionally, a great deal of staff time is being spent on budget. President Archambault concurred on the great job with Fallfest. President Archambault also stated that

resident Liz Kunkle was very complimentary on staff efforts to have food composting at this year's Fallfest.

BOARD LIAISON REPORTS

Vice President Peterson stated that the next D36 Board meeting is October 22 and he planned on being in attendance. He also shared that the Winnetka Parks Foundation is having a raffle for Bears vs. Chiefs tickets. They were being sold at Fallfest and will be selling tickets at Pumpkins in the Woods.

President Archambault provided a brief update on Village Stormwater IGA. Attorney is in review and are looking at November 14 is the date for Village President Chris Rintz to make a formal presentation to the Park Board. There was continued discussion regarding opportunity for public comments, communicating this meeting with the public after confirmation, and final approval of the IGA in December.

STAFF UPDATES

Superintendent of Finance, Christine Berman preparing for year-end, budget, benefit numbers and PDRMA numbers.

Administrative Services Manager, Mary Cherveney stated that Vice President Peterson is planning to attend the Legal Symposium and State Conference.

Superintendent of Recreation, John Shea shared information about Fort Building, Teen Frightfest Trip and gearing up for Pumpkins in the Woods and Haunted Trail next weekend. He also mentioned that this year we would have two travel boys' basketball teams. Commissioner Claybrook heard that it was rainy for Fallfest. Executive Director Muno said some adjustments were made to accommodate the event.

Superintendent of Parks, Costa Kutulas reported on fall clean up including tree trimming, aerification and over seeding. Completed the Lloyd Park paving this past week. Working through some outstanding capitals for this year. Vice President Peterson inquired about the wall work at Lloyd, which Superintendent Kutulas stated is still to be completed this fall along with the gabion basket.

Marketing Brand Manager, Kelsey Raftery share a sample handout for the lakefront communications. Commissioner James pointed out that the image has been reversed, which Manager Raftery will adjust. Other lakefront communications launching soon include an article in The Current, email, posters, banners and video for website and social media. President Archambault asked if there would be a lakefront communication tent at Pumpkins in the Woods. Manager Raftery stated it would be weather dependent, but information will be available at the marketing booth.

CLOSED SESSION

Commissioner James made a motion to go into Closed Session to discuss the purchase or lease of property pursuant to the Open Meetings Act. Commissioner Claybrook seconded the motion.

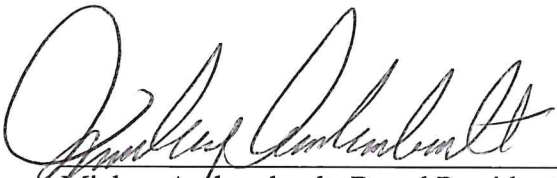
A roll call vote was taken. Ayes: Archambault, Claybrook, Codo, James, Knupp, Peterson. Nays: None. Motion carried.

At 7:13 p.m., Commissioner Codo made a motion to return to Open Session. Commissioner Knupp seconded the motion.

A roll call vote was taken. Ayes: Archambault, Claybrook, Codo, James, Knupp, Lussen, Peterson. Nays: None. Motion carried.

ADJOURNMENT

Vice President Peterson made a motion to adjourn the meeting at 7:13 p.m. Commissioner Claybrook seconded the motion, which passed by a voice vote. Motion carried.


Mickey Archambault, Board President
John Muno, Board Secretary