

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

President Archambault called the meeting to order at 5:30p.m.

Commissioners Present: Mickey Archambault, Teresa Claybrook, Christina Codo, and John Peterson.

Commissioners Absent: Warren James, Eric Lusssen and Colleen Knupp

Staff Present: John Muno, Executive Director; John Shea, Superintendent of Recreation; Christine Berman, Superintendent of Finance; Costa Kutulas, Superintendent of Parks; Mary Cherveney, Administrative Services Manager; Lara Kuechel, Executive Assistant

Audience Present: Mike Baculik, Kellie Edwards, Jack Hoffman, Unknown (illegible), Regan Murphy, Rick Prohov, David Seaman, and Joan Zietlow

ADDITIONS/CHANGES TO AGENDA

None

COMMUNICATIONS

None

NEW BUSINESS

Winnetka Caucus Survey & Park Platform

David Seaman, of the Caucus Council thanked the Park District for its support of the Caucus and spoke about the Pulse of Winnetka, a summary of the Caucus Survey. They collected 1300 responses to the survey, with a goal of 1500 for next year; a substantial increase from only 500 a few years ago. He stressed that the survey provides valuable information for the community boards. Reagan Murphy was introduced as the Parks Chair for the Caucus. She spoke about the following Planks at the core of the survey: capital expenditures for residents, improving water quality over amenities, improving the Green Bay Trail (it was emphasized that the Park District was low on the list for financially responsible parties) and a dog park. Commissioner Claybrook noted that she is the Park Board Liaison for Caucus. She emphasized that future survey questions should be aligned with what the Park Board considers. Mr. Seaman responded that the liaisons should do more to gather input. President Archambault appreciated the extensive scope of the survey

2020 Board Meeting Schedule

Mary Cherveney presented a revised draft from the previous Board Meeting, changes to the usual 2nd and 4th meeting dates were due in large part to school and holiday conflicts as well as the IPRA conference in January. President Archambault questioned making meetings earlier than 5:30, but both Commissioner Claybrook and Commissioner Codo felt that it was manageable. The schedule will remain as is and be presented at the Regular Board Meeting for final approval.

UNFINISHED BUSINESS

2020 Budget Adjustments

Final health and property insurance numbers were adjusted: decrease of \$52,239 for medical and PDRMA premiums were 5,248. NSSRA asked for a change in 2nd contribution from \$71,000 already paid to asking 184,000, the net change 165,000 is still above the minimum needed, therefore we will make the contribution at one time. There are no changes to revenue. President Archambault mentioned that along with Commissioner James he questioned the additional reserves, particularly in the General Fund. Superintendent Berman explained that \$50,000 for 2020 was budgeted in order to go forward with a fundraising consultant (contractual services) and the Park District does not anticipate spending all of it. Commissioner Claybrook said that we should review excessive balances for budget, noting some existing fund balances can be moved; we should be “thoughtful and lean and mean” on our fund balances; abiding by requirements for funds that have restrictions and not tied up, so funds are locked & unusable for the future. Superintendent Berman will review in preparation for the upcoming Tax Levy.

Lakefront Master Plan Update

Superintendent Kutulas reported on the Bluff Restoration Bids of which there were 4 and will be making a recommendation at the 12/12/19 Park Board Meeting. In communication with the Village of Winnetka he found that they will not have to go through a Special Use Permit, however will have to go through the 12/19/19 Design Review Board Meeting at 7:00pm at Village Hall. Overall, Superintendent Kutulas was very satisfied with the Vendors bidding on the project.

Superintendent Shea spoke gave an update of the permit process for Lloyd Beach following meetings with Shabica and expect it to be approximately 45 days. He shared a presentation showing the damaging conditions at Lloyd Beach. He responded to Commissioner Claybrook inquiry that all boat owners have been notified and measures have been taken to secure boats and paddleboards. Communication has taken place between John Shabica and the Army Corps of Engineers regarding taking emergency action to address the damage. Superintendent Kutulas explained the need for 5,000 tons of stone to be trucked in; being the most favorable option as it is considered a temporary structure. President Archambault questioned the usage of Lloyd Beach for 2020 to which Superintendent Shea responded that operations will have to be modified. An ongoing discussion took place in relation to photos displayed in the presentation. The permit

Lake Front Master Plan Update continued

timeline is the main concern in securing a start time for the project. There is more cost involved in double handling the stone. It is an 8 week completion time that is weather dependent.

MATTERS OF THE DIRECTOR (JM)

Staff will follow up with the WPTC, exploring the possibilities for 2 additional courts. Cell phone tower buildings would have to be removed – one is currently active. Director Muno and Commissioner Claybrook discussed the need for land space and funding. He also recognized members of the Parks Department employees present (Mike Baculik, Kellie Edwards and Jack Hoffman) and had them explain about their work with the Park District. A Quarterly Staff Meeting recently took place to review benefits and was led by Superintendent Berman and Human Resources & Benefits Administrator Britni Purnell.

BOARD LIAISON REPORTS

None

STAFF UPDATES

Manager Cherveney said that the Board Packet will likely go out on Monday rather than Friday, they are later since there are outstanding matters. Executive Assistant Lara Kuechel confirmed that.

Superintendent Shea reported on upcoming holiday events: Santa's Mailbox, the Winter Express and a visit from Santa in Hubbard Woods as well as Candy Cane Lane. Commissioner Claybrook suggested signage for the sod work at Hubbard Woods.

Superintendent Kutulas commended his staff and noted that Gullen's Pond is up. Looking ahead there are plans to have Adirondack chairs at Maple Beach.

Superintendent Berman is preparing for year end and also received significant checks from the Nielsen Family for signage (\$38,000) and from the State of IL (\$60,000) for the lakefront grant. In response to a query from Commissioner Peterson re: obtaining funding opportunities; Director Muno mentioned plans to further explore grant funding opportunities.

CLOSED SESSION

Commissioner Claybrook made a motion to go into Closed Session to discuss the purchase or lease of property pursuant to the Open Meetings Act. Vice President Peterson seconded the motion. A roll call vote was taken.

Ayes: Archambault, Claybrook, Codo, Peterson.

Nays: None.

Motion carried.

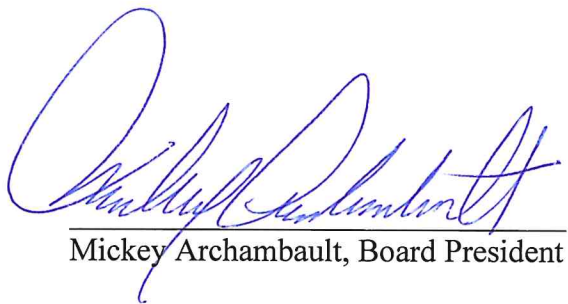
At 6:57p.m. Commissioner Claybrook made a motion to return to Open Session.
Commissioner Codo seconded the motion.

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

RETURN TO OPEN SESSION

ADJOURNMENT

Commissioner Codo made a motion to adjourn the meeting at 6:58 p.m. Vice President Peterson seconded the motion, which passed by a voice vote.
Motion carried.



Mickey Archambault, Board President



John Muno, Board Secretary