



**Wilmette Park District
Committee of the Whole
Board of Park Commissioners**
*Monday, September 15, 2025
4:00 pm – Village Hall*

AGENDA

1.0 COMMITTEE OF THE WHOLE CALLED TO ORDER

1.1 ROLL CALL

2.0 COMMUNICATIONS AND CORRESPONDENCE

3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

4.0 OLD BUSINESS

5.0 NEW BUSINESS

5.1 CAPITAL PLAN DISCUSSION

6.0 ADJOURNMENT TO CLOSED SESSION

MOVE TO ADJOURN TO CLOSED SESSION FOR THE DISCUSSION OF THE SELECTION OF A PERSON TO FILL A VACANCY IN A PUBLIC OFFICE, WHEN THE PUBLIC BODY IS GIVEN POWER TO APPOINT UNDER LAW OR ORDINANCE, IN ACCORDANCE WITH SECTION 2(c)3 OF THE OPEN MEETINGS ACT.

If you are a person with a disability and need special accommodations to participate in and/or attend a Wilmette Park District meeting, please notify the Director's Office at 847-256-6100.

Wilmette Park District **Policy for Public Comment**

The Board of Park Commissioners, in its regular or special meetings, is a deliberative body assembled to make decisions on new and pending matters affecting the District. Park Board and Committee meetings are meetings held in public, not a public meeting. The Board invites both oral and written communications from its residents.

To facilitate the conduct of Board/Committee meetings, the following procedures will be followed:

1. A section of each meeting will be set aside for public comment and will be noted on the agenda as "Recognition of Visitors."
2. During the "Recognition of Visitors" agenda item, audience members wishing to comment should raise their hands and will be permitted to speak once they are recognized by the President/Chairperson.
3. When recognized by the President/Chairperson, each audience member should identify themselves and limit speaking to no more than three (3) minutes, unless additional time is granted by the President/Chairperson. Each audience member will be permitted to speak only once. The President's/Chairperson's denial of or limitation on any request for an extension of time may be overruled by a majority of those Commissioners/Committee members present.
4. Questions are to be directed to the entire Board/Committee. Audience members are reminded that questions often require Board/Committee member or staff investigation or inquiry to obtain additional information before responding. As such, Board/Committee members may choose not to immediately respond to comments, and the issue instead may be referred to staff for additional consideration, or a Board/Committee member may pursue the issue at a future Board/Committee meeting. Lack of an immediate response to a question raised during public comment should not be interpreted as anything other than a commitment by the Board/Committee to take the issue under advisement for consideration and follow up or possible future action.
5. Park Board/Committee members may, by addressing the President/Chairperson, interrupt a presenter to obtain clarification and/or further information.
6. Personnel matters will not be addressed during "Recognition of Visitors."
7. During presentation and discussion of agenda items, the President/Chairperson will not recognize speakers in the audience unless the Board/Committee desires additional information from an audience member.
8. When addressing the Board/Committee, all persons permitted to speak shall confine their remarks to the matter at hand and avoid personal attacks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the civil discourse of the Board/Committee and the meeting, the President/Chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the President/Chairperson or upon the affirmative vote of two-thirds (2/3) of the Park Board commissioners/Committee members present.
9. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board/Committee members present.

Approved February 13, 2023

Wilmette Park District
Policy for Written Communications and Correspondence from the Public

The Wilmette Park District welcomes communications from its residents in all formats. When the communication is via email, and the intent of the resident is to have the communication included in the materials for the next public meeting, the below information outlines the process for inclusion in public meeting materials:

1. Any written communication or correspondence, including any attachments, that members of the public would like included in a Board or Committee meeting packet must be submitted to the following email address: publiccomment@wilpark.org.
2. The written communication will be included in the next public meeting, either Board/Committee meeting, unless specified otherwise by the resident.
3. All written communications submitted for inclusion in a Board/Committee packet shall pertain to public business of the Park District. Any communications unrelated to public business or that contain obscene, indecent, or profane language or imagery will not be included in Board/Committee packets.
4. The written communication must be received not less than two (2) business days prior to a meeting to be included in that particular packet. Written communications received after that time will be included in the next Board/Committee meeting packet.
5. When members of the public communicate directly with one or more members of the Board of Park Commissioners or staff using their individual Park District email addresses, the email will be included in the next Board/Committee packet if forwarded to publiccomment@wilpark.org per the time constraints outlined above.

Approved June 12, 2023

From: [Dustin Burke](#)
To: [Public Comment](#)
Subject: [External] Comment and topic for October 13 Park District BoD meeting
Date: Monday, September 8, 2025 6:23:25 PM

Hi,

I'd like to inquire about prioritization of Wilmette residents for capacity-constrained programs and resources. I would plan to ask it at the October 13 meeting. I've asked this at a past meeting, but due to team turnover, I don't think it was resolved.

There are Wilmette Park District resources that have more demand than supply. Yet, these resources remain open to residents from other towns (and rightly so). But it seems to me that we should be able to prioritize Wilmette residents for this. One particular example is garden plots. Namely:

- Every year, we have more demand for garden plots than supply, particularly at Centennial
- Non-residents have equal priority to sign up (is my understanding)
- People with garden plots are "grandfathered in" and don't lose them so long as they renew a modest fee
- Therefore, Wilmette residents wait. Residents of neighboring towns are entitled to keep their plots at Centennial for years
- Meanwhile, other towns, such as Evanston, only give these privileges to residents (<https://www.cityofevanston.org/government/departments/parks-and-recreation-department/parks-athletic-fields/community-gardens>), note the mention of "residents"

I think this means we are under-serving our residents and not getting reciprocity from other towns. And if the program is capacity constrained, limiting it to residents or at least prioritizing them would not be a financial burden. I'd like to raise this at the next meeting as I believe our resources should be open to others but prioritized for those in Wilmette.

Dustin

MEMORANDUM

Date: September 12, 2025
To: Board of Commissioners
From: Chris Lindgren, Executive Director
Re: 2026 Long Term Capital Plan Review



Purpose: This memo outlines the proposed capital budget for the upcoming fiscal year through 2029, including key priorities, fund balance planning and alignment with the Wilmette Park District's strategic plan. The goal is to ensure transparency, fiscal responsibility, and long-term stewardship of our facilities and infrastructure to serve the community for years to come.

Background: The Wilmette Park District continues to face growing demands to modernize and maintain aging facilities, including Centennial Ice, Tennis and Pool Complex, the Community Recreation Center, and various parks and amenities. These needs have been identified through community feedback, staff assessments, and long-range planning efforts. We will accumulate a list of questions in a FAQ over the next month from the Board in preparation for the formal Board Capital Discussion at the November 10th Finance Committee of the Whole Meeting. At which point we will have the forecast and budgets completed allowing for a stronger discussion of the model and fund balance projections.

Capital Priorities: Based on current assessments and strategic alignment, the following categories have been prioritized for capital investment:

- **Deferred Maintenance Projects** Addressing critical infrastructure needs to ensure safety, compliance, and operational continuity.
- **Facility Modernization & Planning** Upgrades to Centennial and CRC to improve energy efficiency, accessibility, and user experience. Long-term planning for improvements agency-wide.
- **Parks and Open Space Enhancements** Improvements to outdoor amenities to support community recreation, accessibility and environmental sustainability.
- **Technology and Equipment Investments** Replacing outdated systems and equipment to improve service delivery and operational efficiency.

Recommendation: Staff recommend that the Board review the proposed capital priorities and provide feedback on alignment with the District's long-term vision.