



**Wilmette Park District
Regular Meeting
Board of Park Commissioners**
*Monday, December 12, 2022
7:30 pm – Village Hall Chambers Council*

AGENDA

- 1.0 PUBLIC HEARING – TRUTH IN TAXATION**
- 2.0 REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS CALLED TO ORDER**
 - 2.1 ROLL CALL**
- 3.0 CONSENT AGENDA**
 - 3.1 APPROVAL OF MINUTES FROM THE COMMITTEE OF THE WHOLE HELD ON OCTOBER 24, 2022**
 - 3.2 APPROVAL OF MINUTES FROM THE REGULAR BOARD MEETING HELD ON NOVEMBER 14, 2022**
 - 3.3 APPROVAL OF MINUTES FROM THE COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 14, 2022**
 - 3.4 APPROVAL OF DECEMBER 2022 VOUCHER LIST**
- 4.0 COMMUNICATIONS AND CORRESPONDENCE**
- 5.0 PUBLIC COMMENT/RECOGNITION OF VISITORS**
- 6.0 EXECUTIVE DIRECTOR'S REPORT**
- 7.0 UNFINISHED BUSINESS**
- 8.0 NEW BUSINESS**
 - 8.1 CONSIDERATION OF TAX LEVY ORDINANCE 2022-O-10**
 - 8.2 CONSIDERATION OF TAX LEVY REDUCTION RESOLUTION 2022-R-2**
 - 8.3 CONSIDERATION OF SURPLUS PROPERTY ORDINANCE 2022-O-11**
- 9.0 ADJOURN TO CLOSED SESSION**

MOVE TO ADJOURN TO CLOSED SESSION FOR THE DISCUSSION OF THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PARK DISTRICT, INCLUDING MEETINGS HELD FOR THE PURPOSE OF DISCUSSING WHETHER A PARTICULAR PARCEL SHOULD BE ACQUIRED, AS WELL AS, THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE PUBLIC BODY, IN ACCORDANCE WITH SECTIONS 2(c)5 AND 2(c)6 OF THE OPEN MEETINGS ACT.

10.0 RECONVENE REGULAR BOARD MEETING

11.1 CONSIDERATION OF ACTION, IF ANY, OF ITEMS DISCUSSED IN CLOSED SESSION

11.0 ADJOURNMENT

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 regular meeting is 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 should raise their hands and be recognized by the President/Chairperson prior to speaking.
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.
4. Questions are to be directed to the entire Board/Committee.
5. Park Board members may, by addressing the President/Chairperson, interrupt a presenter to obtain clarification and/or further information.
6. A Board/Committee meeting is not a forum for complaints against individual employees. Such matters are handled by directly contacting the Executive Director. Complaints against the Executive Director should be handled by directly contacting the President of the Board of Park Commissioners.
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 remarks, 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 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 present.

Calendar of Events –December 2022 & January 2023

Date	Time	Event	Location
December 7	Noon	Holiday Party	Mallinckrodt
December 9	7 pm	The Nutcracker Show	CRC
December 10	8 & 10 am	Breakfast with Santa	The Lawn Grill (WGC)
December 10	10 am	P3 Open House	CRC
December 10	2 & 7 pm	The Nutcracker Show	CRC
December 11	1 pm	Holiday Exhibition	Centennial Ice
December 11	2 pm	The Nutcracker Show	CRC
December 12	1 pm	Movie at Mallinckrodt	Mallinckrodt
December 13	10 am	Non-Resident Winter Registration begins	online
December 14	10:30 am	A Christmas Carol at Goodman Theatre	Mallinckrodt & offsite
December 16	6:30 pm	Family Art Night	CRC
December 17	8 & 10 am	Breakfast with Santa	The Lawn Grill (WGC)
December 17	2 pm	Nutcracker Dance Workshop	CRC
December 24	11 am	Skate with Santa	Centennial Ice
December 27	Multiple times	Winter Break Camps begin	Multiple locations
January 6	10:30 am	New Year's Brunch	Mallinckrodt
January 9	All day	Winter Session begins	Multiple
January 9	1 pm	Movie at Mallinckrodt	Mallinckrodt
January 10	10 am	Preschool registration begins for CURRENT FAMILIES	online
January 17	10 am	Preschool registration begins for RESIDENTS	online
January 23	10 am	2023-2024 CARE registration begins	online
January 24	10 am	Preschool registration begins for NON-RESIDENTS	online
January 26	9:30 am	Ones & Twos: Art Exploration	CRC
January 27	6:30 pm	Family Art Night	CRC
January 31	5:30 pm	Magic Workshop	CRC



WILMETTE PARK DISTRICT Committee-of-the-Whole Meeting Minutes

*Monday, October 24, 2022
6:30 p.m. – Mallinckrodt Community Center*

PRESENT

Commissioners: President Mike Murdock, Patrick Duffy, Kara Kosloskus, Allison Frazier, Lindsay Anderson (5 members qualifies as a quorum)

Secretary/Executive Director: Steve Wilson

Staff: Emily Guynn, Sheila Foy, Kristi Solberg

Visitors: Dean & Carla Lindsay, Piper Rothschild, Mary Smoley, Alan Golden, Mary Shea, Walter Keats, Patrick Lahey, Linda & John Schael, Cheryl Balaban, Joel Epstein, Patrick O’Gara, Noah Rothschild, Tanja Chevalier, Beth Beucher

ABSENT

Commissioners: Julia Goebel, Cecilia Clarke

1.0 MEETING CALLED TO ORDER

The meeting was called to order at 6:30 pm.

A. ROLL CALL TAKEN

2.0 COMMUNICATIONS AND CORRESPONDENCE

None.

3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

Commissioner Kosloskus reminds members of the public they may address the board for up to three minutes. The board will not engage in a back-and-forth. Since there are specific presentations tonight, opportunity for public comment on Langdon, pickle ball or solar will come after each specific presentation. Commissioner Kosloskus opens up for public comment outside of those three topics.

Member of public says he is confused about the advisory panel, that there would be 8 people and 4 members of the park district will be on the panel. He said he is unclear as to what the contribution of those members would be.

4.0 ONGOING DISTRICT PROJECTS

4.1 CONSIDERATION OF WALLACE BOWL RESTORATION – DEFINING PHASE DEFERRED

4.2 GILLSON PARK COMPREHENSIVE PLAN – PLANNING PHASE - DEFERRED

4.3 LANGDON SHORELINE PROTECTION PROJECT – PLANNING PHASE – CONSULTANT PRESENTATION

We have with us SmithGroup, Mark Wagstaff to present.

Public comment re: Langdon Shoreline:

Dean Lindsay, 808 Chestnut: Wants a design that's most direct to the beach, simplest design, most cost effective, minimal disturbance of the bluff and the beach. Objective: sustainability – sustainable design using natural materials like pebble paths and stone steps, not metal and wood, nor concrete and asphalt. Also wants the beach to be open come next May, and so would like to take that into account when choosing an option. As well as aesthetically pleasing. Wants to keep an undeveloped part of the shoreline as under-developed as possible. B2 could be a workable design.

Alan Golden, 2516 Laurel Lane: Agrees with Mr. Lindsay. Would like to look toward the simplest solution, most cost effective, which is B2 (or something similar). This design is direct to the beach, not a lot of additional needs, and the concrete is all up toward the top, not down near the beach.

Bob Reichner, 807 Chestnut: Concerned about best choice for weather conditions.

Beth Beucher: Watershed mgmt. ordinance permit had not been obtained, and there were indications that it was not needed. Has the permit been obtained, materials choices. Ordinance encourages use of green solutions and materials where possible. Relative to Langdon, this ordinance would be concerned with erosion and runoff problems. Concerned with water absorption and erosion caused by water runoff from concrete or pavement.

Amy Boyer, 1028 Sheridan: Would like to know what the designs would look like from the water/sand level looking back. Requests an image of any of the designs.

Tanja Chevelier: Question for the SmithGroup. Question regarding the slope starting toward the playground, instead of closer to Sheridan road, toward the beach area to make a gentler slope. Concerning stone along the beach that would need to be removed, would disrupt 6 oak trees.

Melissa Morgan, 1330 Sheridan Rd: Would like to add that this is the opportunity to preserve this untouched piece of land. Protect the bluff and re-establish access to the beach, without adding. Concerned about the vegetation being disturbed.

Unidentified member of the public: Concerned it will be the 3rd attempt to anchor the bluff. Hopes the bluff can be helped without it looking manicured.

Board Questions re: Langdon Shoreline Project:

Commissioner Anderson (?): Invasive species slide – Invasive, aggressive species. Purpose of the project is to prevent any further erosion of the bluff from the bottom.

Steve from SmithGroup holds a conversation regarding vegetation, and fields questions from the board members. One committee member would like the company to explain how much of the species are invasive (not supposed to be in this area), as well as aggressive vegetation (native vegetation that is taking over, such as cattails). Steve from SmithGroup explains that helping the group understand the full extent of the ecology of the bluff would be very complicated. He explains bluff seed mix would be placed along with a cover plant, which would hold the soil while the other plants are becoming established. His goal would be to better the ecology and replace the aesthetics at the same time.

Michael Murdock: Regarding the path, is a 12% path safe? Is it functional, can it be used by a stroller? Can we make a stone or gravel path at 12% incline that is safe?

SmithGroup: Yes, you can get up and down a 12% path. It will not be ADA accessible because that is not a goal. The steepest grade on a treadmill is usually 10-12%. With that slope, a gravel path is really not a durable solution.

The committee believes we could eliminate options other than B2, B4 and B5 on the proposed project plans.

Public comment re: pickleball:

Joel Epstein, 552 Hartman Lane: Mr. Epstein is the co-founder of the Wilmette Pickleball Association. He believes it would be great if 6 courts could be in one location. Maple may be the best option for several reasons. First, noise will not be a factor there because it is 100ft from any homes and is also near the CTA line. One tennis court makes two pickleball courts.

Public member #2: Says that she is glad Gillson is not being considered for pickleball courts anymore because the park and lots are full of people peacefully enjoying the park.

Public member #3: Appreciates that open space is absolutely an amenity. Would like a noise analysis of the land being considered.

Cheryl Balaban, 552 Hartmann Lane: Co-president of the Wilmette Women's Tennis Organization. They use Thornwood and Gillson for their summer leagues; one of their leagues requires four courts. Because of this, she does not believe that taking away one court and making it a permanently dedicated pickleball court would remove one of the courts needed for their league. Would encourage the board to look at dedicated pickleball courts. Using the courts for double-use would not help either group (tennis nor pickleball). Once the courts are built, people will come to use them. Ms. Balaban also brings up issues with Vattman tennis courts peaking in the middle.

Walter Keats: Mr. Keats has just started the Wilmette Horseshoe Club and they would like their space as well, however, we need to be cognizant of the fact that there is a limit to the green space we have. Mr. Keats thinks we should look at programming data to allocate the space accordingly. Mr. Keats also thinks noise should be a consideration, but we could look into acoustic fences.

Patrick Lahey, 716 Prairie: Thinks the board should create a list of criteria to meet, and if a certain distance from homes is on that list, that will answer some of these questions.

4.4 CONSIDERATION OF PICKLEBALL COURTS – PLANNING PHASE

Prior survey and new evaluation of all potential park sites are included in the packet. There are many potential locations for courts.

41% of respondents saying Centennial Park.

If we are converting existing tennis courts to pickle ball, if we are not changing the fencing or footprint of the court, then it does not involve the zoning or special use process. If we were to take grass and convert it over to a new set of courts, then that would put us, at a minimum, an expansion of the special use discussion.

The Village is open to discussions regarding pickle ball.

The Staff does not have a strong recommendation, and so the board should begin deliberating.

Orientation for the courts is preferred to be North/South. From a programming perspective, do we need a minimum number of contiguous

courts? 4, 6 or 8 courts if we are going to program a league. If we were to put two courts in a few different parks, we would be having open pickle ball play.

Option at Gillson:

Does not think it is a good option because it blocks in the playground. If there were courts there today, board member observed 5 families who would have been disturbed by the placement of the courts. The only attractive part of putting courts at Gillson is that there aren't any homes that would be disturbed by the sound from the courts. If we could convert the volleyball courts at Gillson, they would be naturally screened in by trees surrounding the area, but it isn't known how much those courts are in use. Some board members would be interested in hearing about the volleyball court option.

Maple:

We would be sacrificing open space without trees in it, if we use the open space. However, if the courts are built where the existing basketball court is, it would be close to the noise of the CTA, and potentially less invasive noise-wise.

Thornwood:

Programming perspective would like to keep 3 tennis courts at Thornwood, as opposed to what is shown in the packet, which option would only leave 2 tennis courts. USTA dictates that you can't have multiple racket sports permanently lined on a court where a match is taking place.

Community Playfields:

There are currently 6 tennis courts. Commissioner Murdock proposes repurposing 3 of the courts to be pickleball courts. These would be the second option furthest away from homes. However, several high schools use these tennis courts. It would be helpful if we had data regarding the current reservations.

Hibbard:

4 courts would fit. Do we know the distance from these courts to houses? 40 feet from the property line. One option is definitely to replace one tennis court with two pickleball courts. We would need approximately 30 more feet, and this would put us about 70 feet from a property line. This is already a

park where pickleball is being played on a regular basis. There has not been one noise complaint.

Vattman Park:

Is used a lot for tennis. Committee members have heard from the community that the tennis courts are used often, therefore they would be uncomfortable moving the tennis courts at Vattman. The courts are not North/South, so you wouldn't be able to switch the direction of the courts to make them multiple-racket game friendly. We want to provide the public with regulation courts that have proper net height and lines, oriented the correct direction.

Some committee members would like to eliminate Vattman as a pickleball court.

Commissioner Goebel is more comfortable repurposing existing tennis courts than taking up existing green space.

Commissioner Murdock says that repurposing [the tennis courts] is taking them away from the people who currently utilize them.

Commissioner Duffy says one of the criteria that the Village put on this is [that the site will need] public parking, otherwise we need an additional variance for special use for parking. So, if we have to build new courts, they have to have parking.

Board members brainstormed a list of criteria we would like to have:

Criteria breakdown - Must haves:

- 1) Distance from homes (action item for staff)
- 2) North/South orientation of courts
- 3) At least 2 courts together, 6+ total
- 4) Informed by the current tennis utilization and programming
- 5) Courts that will be dedicated/not shared with tennis for pickleball (for at least 2 courts)
- 6) Outdoors

Criteria breakdown - Nice to have

- 1) Parking (action item for staff, options OR special use from Village)
- 2) 4 courts together in the same park, 6 total throughout the village
- 3) Not expanding the special use permits
- 4) Not altering the percentage of pavement of the park

Commissioner Murdock: Two courts take up approximately 5,400 square feet of pavement. At a park like Community Playfields, which has over 360,000 square feet of land in the park, the notion that we would have a problem paving another 1.3% of the park would not be considered a meaningful loss of space. At Community Playfields, paving this small area would not likely have a significant impact on the integrity or use of the park (for people who are open-space advocates).

4.5 SOLAR PANEL PROJECT AT CRC – PLANNING PHASE

Secretary Wilson explains that in the packet there is a table that explains the no-solar option to the two proposals we received.

Sheila Foy, Superintendent of Finance: Explains the comparison of no-solar vs. solar options on the table, which is further explained in the packet.

Walter Keats: Mr. Keats expressed that he does not understand.

Superintendent Sheila Foy: The only issue was the .031 rate was just the commodity rate. The true rate comparing all three options for the no-solar option is the .0448. Those three rates that are through the line under transmission charge, those are the rates. The dollars did not change because we had embedded the transmission rate.

Commissioner Kosloskus: Walter, we understand that your public comment is that you don't understand. Does anyone else want to make a public comment about solar? Then we can bring it back to the board for discussion.

Commissioner Duffy: So, Sheila, you can send Walter an explanation via email.

Superintendent Sheila Foy: I sure can. I'll do it in the morning.

Commissioner Kosloskus: Sheila, was there anything else you want to add?

Superintendent Sheila Foy: No.

Commissioner Kosloskus: Alright, did you want to start? [to President Murdock]

Commissioner Murdock: Sure. Back to Walter's comment about understanding the economics: I think, my point would be that the economics don't matter. If you take a look at this, obviously, it would be nice to say we are saving money by doing solar. That would be great. Assuming these numbers are correct, and we were to go with the lower cost option and their

total cost over 20 years is \$943k and the non-solar is \$105.3k, or even if it turns out, I know somebody sent around an analysis that maybe the no-solar was actually less expensive at \$868k, now that we know what the difference was in terms of some other costs. But, even if that were the case, we are talking about \$5500 per year. It doesn't move the needle. It's a rounding error in terms of a \$26M operation a year. I think what this is really about is a value statement for us. Is this something that's a priority for us? I think that we have had some conversations recently about how as a part of our strategic planning we may want to make some statements about sustainability or whether we want our buildings to be certified, whether it's LEED or another green standard in the future. I think those are all interesting conversations for our long-term, strategic planning, looking at capital planning in the future. But for this particular project, we have been talking about this project before any of you were on the board, and for a long time before that I think. Cecilia and I started talking about it almost as soon as we came on the board this last term. And, at the time, just going through the history, we were told that we need to get the roof on the last section of the CRC. We actually did the roofing on the CRC in three sections. We had to get that done. And, again, to Steve and Kristi's credit, and I think a few other folks, we made sure that we can put equipment up there that won't invalidate the warranties on the roof. So we've got that flexibility. But, we had stops and starts with Covid, and this and that. We've been talking about this for a long time. Again, whether we save \$5500 a year or it costs us \$5500 a year, it doesn't move the needle either way. I think it's important that we have a project like this because it speaks to our values. That's the bottom line for me.

Commissioner Kosloskus: I concur.

Commissioner Duffy: I have looked at it similarly. I thought this was a net zero, and it's a good example to set. I looked into solar for my house a few years back when there was a company pitching it. They google your house and they look at and say, "too many trees." And so, I think this sets a good example, eventually solar will become more and more cost effective for people to say hey, it's net zero or maybe it costs me a little bit, but I'm going to have solar. So, I think we are setting a good example. So I am in favor of it.

Commissioner Anderson: I agree and I look forward to conversation even beyond this project about how the goals around additional energy savings and sustainability. I know this has been a lot of work and I think it's a great option.

Commissioner Kosloskus: [Secretary Wilson], we accept staff's recommendation.

Secretary Wilson: Alright. We will work on formal agreement and bring it to the board for a formal vote and consideration.

4.6 WEST PARK PADDLE IMPROVEMENTS – PLANNING PHASE - DEFERRED

4.7 COMMUNITY PLAYFIELDS BATHROOM PROJECT – EXECUTION PHASE - DEFERRED

4.8 KEAY NATURE CENTER PATH RENOVATION – EXECUTION PHASE - DEFERRED

4.9 LAKEVIEW CENTER RENOVATION – EXECUTION PHASE - DEFERRED

5.0 OPERATIONAL REPORTS

Commissioner Kosloskus: We have a Finance report.

Secretary Wilson: So we have some written reports in there from Finance and from Recreation. Both the financials and the reporting that you're seeing for recreation is kind of new and different. This is what we plan on providing on a quarterly basis, as we move forward into future years where you're going to get financials by operation, but you're also going to get recreational data as well in chart form. We are open for questions, thoughts, deferring it to other times, whatever you want to do.

Commissioner Kosloskus: I like the new report; I think it was extremely valuable. We as a board will be mindful that it's easy to see a number go up or down and it's easy to jump on it but if we take the step back and look as a board holistically, it's great information to see. And I appreciate the effort to pull it in that format.

No one had questions about the financials in the packet.

Maple Park:

Superintendent Kristi Solberg: We have some options for the potential two to five year old additions within the current footprint. On the last page, there are ovals there that show where, safely, you can potentially put one of those play houses. They are on average about 9ft x 11ft, and with still using the safety fall/drop zone of each piece of equipment that is currently there, all of those areas could fit one of those houses. There are a couple of different designs. There is a trike pathway. There are a variety of different options: a gas station, a drive-through, a pharmacy option also. You can add simple stop signs, speed limits throughout the sidewalk area if you're looking to engage the users around the park. These are the houses

that could fit into those red ovals. The different styles are: firehouse, doctor's office, a market. Those are L-shaped, open on two sides, and then you have the play areas that the kids can use. The first one is three sides, it's a little more substantial and is a playhouse. You can see the prices range depending on the size. These three are all comparable. Installation would be on top of this price here. They are installed on concrete footers, so we would have to dig up some of the surfacing. It probably would have to be something that we contract out just to make sure we are complying with all playground standards. Lead time currently is about five to six weeks right now, so this isn't something that will take a long time. This could reasonably be put in in the spring if we were to budget for it.

Commissioner Duffy: How many are you thinking is appropriate for the park? All five?

Superintendent Kristi Solberg: No, I'm just providing different options. I think maybe doing the big playhouse and one of the stations would be pretty cool. To have a couple of different options. But I'm willing to do one, four, whatever the board wants.

Commissioner Kosloskus: Does the feedback that we received specific to the imaginative playhouse type of thing? Or was it more just an age range?

Superintendent Kristi Solberg: Correct. The feedback we have been receiving is that there isn't enough two to five-year-old items within the park for them to play with.

Speaker: And I can speak a little bit to that. In the history of the park before it had the train, it really was more catered to the young kids. And then, based on feedback from the community, everyone really wanted the zipline. Having a more big-kid feel to the park. At the opening, I know my big kids were [having a great time] and my three-year-old was trying to climb on things and everything was so high she couldn't participate in any of it. And so, a mom pulled me aside and asked, "What do the little kids do now?" And I think that trend persisted.

Commissioner Anderson: What would the surface be that the will be on?

Superintendent Kristi Solberg: The wood chips.

Speaker: When I first heard the feedback, I was thinking that people with kids [in the two to five-year-old age range] that they wanted the little slide, or the monkey bars that are low to the ground, or the stepping mushrooms. Did you already eliminate those types of things?

Superintendent Kristi Solberg: If you guys recall the West Park playground we are proposing, it's got two small houses, with a climbing element, some of them have a little picnic table. We do not have enough room for a fall zone for those. I did try

to reach out and the cost difference is about \$35,000 compared to the \$5,000 for these. So I did look into it and there is just no option to add it to the footprint currently. If we are wanting to research more we can look into that, expand the playground, there is an area up north. But I got the impression we were trying to look within the current footprint.

Commissioner Kosloskus: Great. That helps to understand the criteria which first lead to this.

Speaker: Kristi, were step stools looked at, or things like that, which would make the existing equipment accessible?

Superintendent Kristi Solberg: Yeah, the playground manufacturer doesn't really like you to change any portion of their designed playground, because then you're altering how they intended it to be used. That's the problem. I know some of the feedback, we got a couple of calls about the zipline and the platform not having rails around it. And I reached out to the manufacturer and they said that's not the design. This is the design. The platform is not intended to be waiting on it, that's where you're supposed to be the user. So there are some things that are just a learning curve with the equipment. But, it's frowned upon to change any of the manufacturer's guidelines.

Commissioner Anderson: So just going a little bit on placement and ideas. I really like the idea of the bottom red circle just because so many of the kids will be stuck in line on the zipline, but as a parent you can watch your kids on the zipline and play area at the same time. I think the path around is really unique and having the painting or some signs would be really fun and draw kids out of the park. You could even paint distances and have it be a little running track. There's so many things you could do, whether it's painting a line, I think it's a really great idea to expand the park. And then, in terms of the play structures, from experience with my kids, whether it's a bench or a house, or whatever it is, they use wood chips and sell ice cream and it's an ice cream shop. The market is great, because it could fit that, but also be used as other things.

Commissioner Goebel: I share the same thoughts as Commissioner Anderson. I love the path on the outside. During Covid, people would have signs up like, "This is the silly zone: you have to skip for the next ten feet!" And I can picture something like that, something creative, even with the library, bringing kids to the outside to be outside of the chaos of the big kids and let them run around. I love Vattman, and I like how that's grouped where I can have a "safe zone" for the little ones to be in. So I think having a space that's away from where the big kids are would be a nice option.

Speaker: The different swings, one of them are the baby swings, right? So maybe you want to stay by the baby swings, with that line of thinking.

Commissioner Goebel: I like the idea of at least one of them being enclosed. Because I can see, playing hide and seek, the house, having three sides that are enclosed would be fun.

Superintendent Kristi Solberg: So, spring, having two playhouses and a couple of trike [paths] around the perimeter of the park?

A few commissioners: Sounds great... Perfect...

Commissioner Kosloskus: Yeah, maybe we could investigate doing the painting in-house? At that cost?

Superintendent Kristi Solberg: Yes, that's something that we could take care of.

Commissioner Kosloskus: So do you need a budget per se?

Superintendent Kristi Solberg: Probably included in the capital and we will talk about it then.

Commissioner Murdock: It's probably not going to get to that threshold.

6.0 ADJOURNMENT

There being no further business to conduct, Vice President Kosloskus moved and Commissioner Frazier seconded a motion to adjourn the Committee-of-the-Whole meeting.

By a voice vote; **Motion Carried.**

Minutes Approved on TBD.



WILMETTE PARK DISTRICT Committee of the Whole Meeting Minutes

*Monday, November 14, 2022
6:00 p.m. – Village Hall Council Chambers*

PRESENT

Commissioners: President Michael Murdock, Vice President Kara Kosloskus, Cecilia Clarke, Lindsay Anderson, Patrick Duffy (arrived after roll call) and Allison Frazier (a quorum)

Staff: Executive Director & Board Secretary Steve Wilson, Sheila Foy, Emily Guynn

Visitors: Laurie Leibowitz, Mary L., Walter Keats, Patrick O’Gara

ABSENT

Commissioner Julia Goebel

1.0 REGULAR MEETING OF THE COMMITTEE OF THE WHOLE CALLED TO ORDER

The meeting was called to order at 6:01 p.m.

A. Roll Call Taken

2.0 COMMUNICATIONS AND CORRESPONDENCE

3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

None.

4.0 BUDGET TALKS

Superintendent of Recreation, Emily Guynn: there is a memo included in the packet which outlines all of the divisions that fall within the Recreation Department, from Rec programs, to Lakefront, CRC, Centennial, Operations. Within those sections there is an overview of each division: how many staff full-time, a very brief description of responsibilities that are within that division. There is also a snapshot of 2022 looking forward to 2023 statements. They are not intended to be all-encompassing, but just a high-level view of [the budget]. Also in your packet, there is a sample of the organization chart we are moving to for several of our larger day camps. Intended just for a sample, it shows a base number where we have worked that through. Also in there are some fee sheets. We annually do this for our memberships just to show where we are moving with some of our memberships. And then anywhere where we deviated from the budget guidance of 5% fee increase we have some comparatives. The only thing I will call out is the early childhood one. From 2-day to 3-day to 5-day, usually it gets less expensive per hour as you commit to more days. The formula dropped in here was just 168 days, so it didn’t apply the 2-day, 3-day or 5-day number count. So I have it in hand and it’ll be fixed and in the packet for the December Committee meeting.

Commissioner Murdock: I encourage the Commissioners to ask their questions and have their discussions regarding the budget during this meeting.

4.1 CULTURAL ARTS 2023 BUDGET

Commissioner Clarke: One of the questions I had was that [staff] was wanting to increase the dance program participation. My kids are older, but I remember there being a number of dance opportunities in town and within the community when my children were small. Has staff determined the demand or need for additional dance classes?

Emily Guynn: I should start with an overview of a current project we are working on in the recreation department. One of our next projects is evaluating 2017-2019 offerings hosted prior to covid. [These reports] will determine if we have returned to the same offerings post-covid, and what reasoning, if any, is behind that answer. Specific to dance, I know that we had some early childhood opportunities that, due to instructor departures, we have not been able to back-fill all of them yet. We have a new supervisory team in place and they only know the programming that has been offered during covid and most recently. We are looking at the programming now and before covid to assess how the community need has changed.

Commissioner Murdock states that the Cultural Arts budget, what they thought the Net would be was just under \$200,000. They actually think [the net] will be closer to \$130k for this year, and next year they are a little under \$100,000. So it's a pretty significant decline in this area. Recreation programs are obviously the financial [income] that drives the district in a lot of ways. And [Cultural Arts] won't even hit as much as we had budgeted for this year.

Commissioner Kosloskus: I appreciate hearing about the project that [staff] are working on and look program by program throughout the budget. And I think having Doug help you to look at the numbers, where you have seen spikes and drops... so I love hearing that you're looking at the pre-covid information. And I expect that you are also looking at this year's data trends to try and define future strategy. That's great to hear.

Commissioner Clarke: I noticed on page 1 of 11, the office supplies 2022 YTD is about double what it was anticipated? I'm just curious as to why that doubled. It's not a huge number, it was budgeted at \$75 and the YTD is \$154. I was just curious why.

Emily Guynn: I'd have to take a look. I know we had a changeover in that staff. Maybe we did some stuff to outfit that office to make the difference. Name plate for office door, business cards...

Commissioner Clarke: And I noticed that a lot of these budgets are \$0...

Commissioner Murdock: That means we aren't doing a program.

Emily Guynn: It could mean they've been moved to a different area. One of the easiest examples we spoke about a little bit earlier was Teen Camp. It's the third of the Teen Camps in the Gen Rec area. So when it's zeroed out we aren't offering it or we moved everything. Or previous staff had created a unique iteration of it that we aren't continuing on this current year.

Commissioner Murdock: And forgive me, because I can't pull which one, but I know when we were talking earlier, you just had a designation of new programs in the past, but when they become a freestanding program then they move to their own section.

Emily Guynn: Yeah, Center for the Arts has a new program section Little World Travelers that are now their own stand alone. There are test programs that once they have their legs they move out to their own budget.

Commissioner Clarke: What is New Trier Extension?

Emily Guynn: It's more or less a rental at the CRC. New Trier Extension is housed out of the west campus. It's for active adults. They've had this relationship with the park district for 20+ years. It's mostly an art studio and one of the multi-purpose rooms.

Commissioner Duffy: So I'm on page 6 of 11. There is a workshops program 215. Second section down. There's a big change from current activity to what you're projecting for next year. So it went from \$7,000 to \$10,000. Activity through now is only \$1,727.

Mary Liz Jayne: This [projection] includes the gingerbread workshops, which registration hadn't happened yet at the time these were produced. But it opened last week, so that's why that number is like that, because of timing.

Commissioner Murdock: So the program fees were budgeted 11510 they were actually 7,221 and this year 10,000. Two columns over it shows the projection for 2022, that's where they think they'll be by year-end, to compare apples to apples.

Commissioner Duffy: Right, it's \$7,221, and projecting out for next year you're budgeting \$10,300. Is that a fee increase that's going to make up that \$3,000?

Emily Guynn: It's offerings. [We are going to have] additional opportunities.

Commissioner Murdock: And just to follow, they were expecting to be at \$11,500 this year, and then they're expected to be at \$10,300 for next year. So I know they were a little bit below where they thought they were going to be, but it's sort of in line with where they thought they were going to be last year.

Commissioner Duffy: Yeah, but there's that jump from \$1,700 current to projecting out for \$10,000 – I just didn't understand that.

So now I'm on page 9 of 11 in the same section, there is a pre-k dance camp. Is that a new program/camp that we are doing? Or did you create a new category for that?

Mary Liz Jayne: It came from a different program code, like that was being used as a catch-all code because it was new. And since it's been free-standing for a couple years now, we are going to budget it separately so we can track it.

Commissioner Duffy: So we are saying that a part-time supervisor counselor, so \$2,000 of salary and wages is going to handle that one camp.

Mary Liz Jayne: Yes.

Commissioner Murdock: And if you go back to 219 on page 8 you can see the CA – new programs, there was a lot of revenue there in past years, but now it's zero this year. So they're calling them out.

4.2 PERFORMING ARTS 2023 BUDGET

Commissioner Murdock: I had my questions answered previously, so thank you.

Commissioner Kosloskus: There was an error in there that has since been corrected. On the 2022 actuals, in category 821, it was a negative number, but staff has corrected that.

Commissioner Duffy: There's a big decrease, so I'm assuming it's something similar. I'm at Program: Theater classes, program 803, fee revenue. So we are almost half of what our activity to current [projection for this year] is to projected for next year. So is that you carving out something else?

Mary Liz Jayne: Yes. The Improv Troop and Private Acting Lessons were the two programs we moved out from that line item. So you'll see it there in the budget with new codes.

4.3 GENERAL RECREATION 2023 BUDGET

Commissioner Murdock: I had a question I had asked, I know you don't have an answers at this point, but if we could follow up sometime between now and the next time we are going to get together in two weeks. Several of the school programs seem to be very profitable, which is wonderful, but then when we put everything together and summarize, it looks like originally we were only expecting to net about \$16,000 this year and only about \$19,000 next year. But, again, there

were several projects that were making tens of thousands of dollars, and so I'm just wondering where are the other programs that are somehow eating it up, or is this a transfer over? I just couldn't find where it was.

Commissioner Clarke: Yeah, I had a question about the Central after school camp. It looked like it made a lot of money, but...

Emily Guynn: After school clubs are solely contractors, so it's 70% - 30%. The park district would keep back 30%. We've pulled some reports, but if you look at the admin overhead –

Sheila Foy: 401 should be presenting as a negative, or a loss, but the report is not presenting it that way. So that is where the negative is that's eating up all of the profit.

In 401, you're going to see a \$353,892.36 positive for the budget. That should be presenting as a negative, because it's a loss. There will be negative in the 401, which is our administrative, then offset against all of that revenue, so that we balance. I balanced them this afternoon.

Just as a side note, the allocation that is used in the current year projection, and for the budget for next year, is going to get changed when we put through the actual allocations. So you'll see those two bottom lines hopefully go up. Because the allocation budget is _____ [inaudible].

Commissioner Murdock: [Addressing Commissioner Patrick Duffy, who arrived a few minutes late] Patrick we have taken a look at the first three sections: Cultural Arts, Performing Arts and General Recreation. If you want to just take a minute and get caught up. If you have any questions that you want to ask on those, we can jump back. But otherwise we are just working our way down, asking questions as opposed to going through each section line by line.

Does anybody else have General Recreation questions?

4.4 EARLY CHILDHOOD 2023 BUDGET

Commissioner Murdock: Early Childhood. Let's start with the reference you made to the cost per hour. Do you want to give us those updates?

Emily Guynn: We did receive a grant for the teachers.

Sheila Foy: We put through the paperwork to get a grant to pay out bonuses to the teachers who worked through covid; it was a government program. So that money came in and we paid it out to the teachers who worked through it.

Emily Guynn: So what we just passed out is the correction that I shared with you just a little bit ago. So it just shows the 2-day, 3-day and 5-day, it steps down in price the number of days you spend with us. So it just gives you a fee comparison. The comparisons that were chosen were our peewee soccer league. You have to say what school you go to. So, we felt like that was the best comparison to give you for how the 7% falls within market in our community.

Commissioner Murdock: So, most of our fees are going up by 5%. This one is going up by 7% and this is one of the places where we had a pretty significant bump in employee cost (benefits) because we have had trouble attracting folks. And that's something we have talked in past board meetings about.

Emily Guynn: Correct. We are using the part-time year-round model in the preschool program. That bridges summer camps as well.

Commissioner Kosloskus: And I really appreciate that you took the time to do this analysis and compare us against alternative offerings for our community because although we are asking for a higher increase on this program versus others, it's nice to be able to show very fairly that we are still a value price point too.

Commissioner Murdock: And as I said, it's so great to have this data that we haven't always had in the past.

4.5 SPORTS 2023 BUDGET

Commissioner Murdock: My question about the sports budget: The fees are going up by 5%, but again if we go to page 18, we had budgeted to net \$715,000. We are actually going to net about \$707,000. But next year only \$649,000. So even though our fees are going up by 5%, our net is going down by 8%. So my question is, where our margins are eroding, should we be looking at a different fee structure. I'm concerned over time about the erosion of margins, but is this a place where we should consider fees higher than 5% like we did in early childhood where we were at 7%.

Commissioner Kosloskus: We happened to meet together to go through budget questions, for efficiency for the staff. So when Mike posed that question, my personal take was, previously as a board we talked about a 5% increase. I'm comfortable with the 7% increase in early childhood, as I said, I feel like Emily documented it, it's justified, and clearly the costs are higher. While there are increasing costs in recreation, given that it's recreational and physical activity for our children, etc., I'm not as concerned. Yes, there is margin erosion, but our margins are healthy. And in my opinion, I was still comfortable with keeping the 5%, being aware that there is slight erosion there. I think in time as they continue to look at the trends and perhaps offer more sections and offerings, that could

come back up and we could continue evaluating fees in the future. But going higher than 5% in something that's recreational, and many of these are the sports alternatives for our families who have other clubs and other competitive options within the community, whereas in childcare we are already the value offering. I wouldn't want to get to a point that we would drive people away for those reasons either.

Commissioner Clarke: I was going to agree that there are other sports alternatives, although, a lot of those have tryouts and not everyone makes it. Having the ability to go to the park district which accepts everyone... there may be other alternatives but it may not be real determining factor. What people are going to do, there may be other barriers to joining those other sports. But I'm happy to give it a year and see how it goes.

Commissioner Anderson: Can I ask, staff is recommending 5% increase. Did you contemplate a higher [increase]?

Commissioner Murdock: I think they are following [the board's] guidance. We recommended 5%. And so in some cases they're saying 5% isn't appropriate, like in early childhood, because we are seeing significantly higher cost to hire the right people. I think in general, [staff] is defaulting to the 5%, unless you thought there was a compelling reason to go differently. Is that safe to say?

Emily Guynn: That's the practice we have used in the past.

Commissioner Anderson: And so in settling and being comfortable with the guidance of 5%, was there any discussion about a potential need for going above that? Or would staff like to weigh in on the consideration for going above 5%?

Emily Guynn: I think in the specific areas that we did request higher than 5% is where we saw the margins eroding more significantly and we felt that the added expenses that we have carried in early childhood we have seen success with that. So we want to keep carrying on with that as well as what we are proposing in summer camps. We feel that that is going to get ahead and meet what we have clearly heard the community's desire for a better summer camp. And so I think in those areas when we did have a significant increase in expenses, we don't – Is there a certain percentage that then should decrease on the bottom line, that should automatically provoke question. Because I do feel like as we continue to do market adjustments we have to be cognizant of it. But we did not. Unless we felt it was going to be significant we tried to respect the budget guidance that the board set for us.

Commissioner Kosloskus: Back to Mike's point about the erosion. Page 14 of 18, second section down. There were a couple things that I saw, like the lacrosse, which was in there as unplanned revenues, but also there's a Men's Basketball league, I think it was 633, that looked like it came in significantly under planned.

Did it not happen this year? But the budget is pretty aggressive, the projection for 2023, which is another over \$10k swing to the bottom line.

Mary Liz Jayne: So there is a plan. We did bring back the league for this fall, but it ended up being a shorter league than anticipated just because of new staff, new supervisors starting, things like that. And for 2023 it'll be the full winter and full fall seasons.

Commissioner Kosloskus: So the number difference is just the timing of when it can be offered. So then maybe the margins aren't quite as scary.

Commissioner Murdock: And then just going down to 634, it's worth pointing out that a couple of years ago and even pre-covid I don't think the numbers were much either that the field rental we generated almost no revenue on our field rentals. But, this year we budgeted \$70,000, we actually think we will be at \$102,000, and next year we think we'll be another 5% up at \$107,000. So that's great that when we are not programming our fields we are finding other folks who are using them and generating revenues for us. So thank you for doing that.

4.6 GYMNASTICS 2023 BUDGET

Commissioner Murdock: I should point out, since I'm talking about where it seems margins are eroding a little bit or our net doesn't seem to be quite where it was, that doesn't seem to be the case with gymnastics. Do we think we are going to net \$478,000 vs. we had budgeted under \$400,000 and we are at just over \$400,000, so that's a program that certainly seems like our margins are improving.

We don't do any outsourcing for gymnastics.

4.7 FITNESS 2023 BUDGET

Emily Guynn: I think we are resuming to pre-covid memberships. The mask could have greatly impacted someone's experience at the gym. I think also the focus on Group Fit, some of the changes we have made to the functional training space so we can add more opportunities, is what we are planning for in the budget and I know staff is working hard toward that.

Tim Johnson: One of the things we are doing is putting a focus on personal training, small group training, that new room, so that's another thing.

Commissioner Kosloskus: Is that projected in the budget differently or is it just mixed in there?

Emily Guynn: Personal training is “lessons” technically.

4.8 MALLINCKRODT 2023 BUDGET

Commissioner Murdock: Mallinckrodt is one of those places where we subsidize the operations to make sure we are providing services to our [active older adults]. This year we expected to lose \$100,000, but we actually cut that in half and we are seeing about the same for next year. Can you talk through a little bit about some of the changes that helped us achieve those reductions in losses?

Emily Guynn: Some of the continued efforts with the active adults is pacing the program rollout. Building on the strengths of what we’ve seen people want to come back to. I know [Lisa Sullivan, Mallinckrodt Manager] has brought back a lot of the discussion groups, the group fitness, cards, art programs. What she’s also done at Mallinckrodt in the last year is re-introduce it to a larger demographic than just active adults. If you see in the budget, safety town falls into Mallinckrodt now. We use that pad on the back side of the wood shop. She also started a jewelry [class] with a vendor and fashion design. So it continues to grow and reintroduce the facility to a larger part of the community. There are a lot more hours in the day that we could do programming. Lisa is considering programs that do not interfere with the facility programming we have for active adults.

Commissioner Kosloskus: So when we have camps in the Mallinckrodt facility, is the intent for them to remain in this budget? I would have thought I’d see the camps under the section with the all of other camps.

Emily Guynn: So typically our budgets typically live with the supervisor who is responsible for them. Lisa staffs Safety Town. She takes all the registration and does all the logistics for it, while it being also housed at Mallinckrodt. So you would have seen it in General Recreation about 2 years ago. One of our efforts was to make sure that programming fell under the correct supervisor. We have reallocated between General Rec and Center for the Arts to even out the program load for supervisory staff. So all of their day-to-day efforts fall into their budgets. So it doesn’t fall under Mallinckrodt just because it is housed there, Lisa does all of the administration for it.

Commissioner Kosloskus: But does she work in conjunction with Mary Liz or her team? So a Pintrest camp in one site doesn’t feel different than a craft camp at the other site.

Emily Guynn: You’ll see, as soon as we start bringing programs back to the Lakeview Center programs, a big effort there is the lakefront staff working with the recreation programs division to make sure we aren’t duplicating our efforts or competing with each other. The first approach is what are our waitlists? What have

we seen popularity in, what can we help shoulder if you can't house it at the CRC, for example. Structurally, programs are meant to complement each other, not to compete with each other.

Commissioner Duffy: So are you saying that Lakeview Center might hold a more advanced class than at Mallinckrodt?

Emily Guynn: It may be the same. For example, a mom-tot music class. If we had a waitlist at the CRC of 10 people, we know that we can only let so many people in. What we would do is just duplicate it at Lakeview Center and maybe open it up to a different part of town, and we would go back to those waitlist people and tell them we have opened another class over here, same price point. It's really meant to compliment and offer the community more opportunities.

Commissioner Murdock: The only other thing we would say on this is that last year we were all comfortable with a \$100,000 loss at Mallinckrodt. I know [Commissioner Frazier] and I have talked often about making sure that we are offering programming for active adults at all incomes on the spectrum. Having some lower-cost programming, even if it's not necessarily as financially successful as some of our other programming, this is certainly an area where we want to make sure we are meeting the needs of the community. It means that going into next year, if we are generating a larger loss at Mallinckrodt, I don't think anyone [on the board] would have any concern with that. That's an area we want to make sure we are supporting our community.

4.9 ICE 2023 BUDGET

Commissioner Murdock: Again, we had some information about public skate. Where are we with our hourly ice rentals? They are going up by 5% across the board?

Emily Guynn: Yes.

Commissioner Duffy: So on the first page, category 46, so the budget was for \$1M essentially, it pretty much mirrored 2021. But we are only at \$500k activity for November. Is this us waiting for people to pay for next year?

Emily Guynn: So, a couple of our larger associations that rent ice time typically have larger payments that they pay the last month of the year.

Director Wilson: So you think of hockey. Hockey is just getting going, they're going to consume a lot of the ice time between now and the end of the year and pay that as we go month over the month.

Commissioner Duffy: But they rent year-round, don't they? Or do they only rent for six months of the year?

Director Wilson: They rent year-round but the bulk of it is in that hockey season. So there are times of the year where the dollar amounts are pretty immaterial. So the bulk of their contract is this late September into April timeframe. Then it gets very small.

Commissioner Murdock: And on that we are seeing exactly 5% increases. Do we take that to mean that basically our ice is fully sold out? Because sometimes we will see a program where we are raising the fee by 5% but revenues are going up by 4% or 6% based on what the usage demand is. But here we are seeing exactly 5%. Are we basically sold out on ice?

Emily Guynn: I think what we are balancing here is could we sell more ice? Possibly. But what does it do to our learn-to-skate program and our other recreational opportunities? So it's always a fine line between selling the ice and growing a recreation program around figure skating and hockey.

Commissioner Murdock: Or I'll ask another way, of the ice we want to rent out/sell by the hour, it's fully subscribed?

Commissioner Kosloskus: And to that point, you're knocking it out of the park with the learn-to-skate program? If these don't numbers don't represent too much re-class, the beginner lessons, category 190 on page 3, look at those numbers. That's incredible. I remember at one point you were changing the format of the beginner program. Well, it's appears that something is working and working well. Kudos to the staff.

Emily Guynn: I think Florence [Krieger] really connects with the skating community, especially the entry-level and beginner, and promotes that as a really healthy base to build that program. She's done a really great job and I think she deserves a good portion of the credit of building relationships, being out in the lobby, making those connections.

Commissioner Kosloskus: That's a nice credit to our revenue that we keep, right? We don't split that one 70%/30%.

Commissioner Murdock: And again, I keep looking at the bottom line. In 2021 our bottom line was \$275k. We are expecting it to be \$360k, so a pretty big bump. Also in that we have seen our overhead transfers go from \$60,000 to \$116,000 almost double. So, from a financial standpoint, those are nice numbers.

Commissioner Kosloskus: Category 55 there were repairs and equipment repairs. There were a couple different line items that didn't get spent, unless it's happening here at the year-end, projection-wise.

Sheila Foy: We talked about this last year. When we go to do a repair budget we just think about the best that we can and sometimes we get lucky and we don't have repairs we have to do, and sometimes we have repairs that we've not planned for. So, we are not expecting repairs, but there could be.

Director Wilson: We don't have a list that we use to generate from. When something is broken, we fix it.

4.10 POOL 2023 BUDGET

Commissioner Duffy: I was just curious about the last line. On page 4 and 5, it jumps around. Activity through now is \$323k and of the \$700 budgeted was \$240k and then budgeted for next year is \$230k.

Commissioner Murdock: I tend to focus on those areas in the gray. Where do we expect to be year-end for 2022 vs. what the budget is for 2023. So in General Recreation we saw another one where the activity through November, the net was substantially larger than where the year-end was. So we've seen that in a couple of other places.

4.11 TENNIS 2023 BUDGET

Commissioner Murdock: Tennis was one of those places 10 years ago we really saw revenue dropping and I know that we have fewer court rentals every year. But we are still able to offset the loss of older players who aren't playing as much. Or are we not seeing that downward trend anymore?

Speaker: There are concerns like in any of the areas. There are fragments of it that I'm concerned about. In terms of court sales, and court usage, it's healthy. [inaudible]

Commissioner Kosloskus: I had a question from a staffing perspective. There was a decrease in the salary and wages number, which maybe you reduced some hours or lost a person and couldn't fill the position. But it probably contributed to the significant overage in overtime for this year, the projected overtime at the bottom of page 3, came out to \$11,000. But it's projected back to normalize next year. So what is going to change if the staffing doesn't seem to be going back up, how will you manage that overtime?

Speaker: We need pros. We need a couple more pros. We need to find teachers who will fill that need.

Commissioner Kosloskus: So under salaries and wages I would have expected to see a budget over actual that would have compensated to make up for the overtime. But I don't see any new staff budgeted. I don't see a big enough number to help me balance this. I'm looking in page 1 category 50, and the overtime is on page 3 at the very bottom under basic tennis, salaries, overtime. It says "Overtime Full-time", so this is full-time instructor's overtime, supposedly.

Commissioner Murdock: So we had overtime in 2022, but are not expecting it in 2023. But you didn't see an extra staff person to explain why we weren't going to need the overtime.

Commissioner Kosloskus: Correct. Usually that story explains itself in the numbers.

Emily Guynn: We will have to see how the full-time hourly salary was distributed. Might be something in there that is off from previous years.

Commissioner Kosloskus: To make sure it wasn't an anomaly if it should be budgeted again for next year.

Emily Guynn: Let us do some digging to see how that gets distributed out.

Commissioner Kosloskus: What is "Junior Special"?

Speaker: Those are groups that people bring to us, like an adult drill, but for kids.

4.12 PLATFORM TENNIS 2023 BUDGET

Commissioner Murdock: It looks like the net is pretty consistent budget to actual, and then into 2023. But looking more this year than next year, the budget to the actual, we take a look at category 45 - membership fees. We are seeing that revenue up by \$65,000, because obviously we expected to have more courts, so there were more teams, so there were more membership fees. I understand that piece of it. That's one of those things I would have expected to go right to the bottom line. Where are we seeing some of the expense increases that are offsetting that? Because our budget to actual, they're virtually identical. So were there some additional expenses that we didn't expect? Why isn't that \$65,000 going to the bottom line?

Emily Guynn: I think because throughout the budget, one: we had to replenish balls. Which is not \$65,000, but it is a larger item. I think if you're just going from the top line all the way to the bottom, there is probably buried in there instructor wages, contractor... items like that to get you a full reconciliation of the \$65,000. We are happy to do that and give it to you as a follow-up.

Commissioner Murdock: Sure, and admin is 30-ish higher, 83 to 118? He went full-time?

Commissioner Duffy: But you also have to consider number 6, transfers are significantly higher, too. Page 2. They went from 18 in 2021 and you're going to be at 35 [in 2023]. That's a big jump.

Commissioner Murdock: I hear you. I'm really focused on the budget for this year and the actual for this year. Because those numbers were identical, but I just saw that the membership fees were up by \$65,000, so I'm wondering what other [expenses] – we had balls, the administration was up a good chunk. That's helpful.

Are we at capacity this year with this program? If the courts existed, which they don't?

Speaker: So with the ____ allocation, basically yes there's like this much room in the daytime paddle that we could add to. In terms of playing outside of your league night for a day, we are well passed capacity. We actually had to change the timing of the allocation of reservations so we didn't trap even 30 minutes of down time. So we don't have an option to start Sunday morning at 9, you have to start at 8:30 and we are going in 90-minute segments.

Commissioner Murdock: Given the amount of demand, is this one of those places we should look at higher fee increases than 5%, especially for non-residents? Is that something that staff considered? Or is that something that [the board] wants to consider suggesting?

Emily Guynn: Similar to our earlier conversation, we are respectful of the budget guidance.

Commissioner Frazier: I would be very curious to hear how our players would feel with the fee increase, given that court time is so hard to schedule. I know, for example, my husband is on a Tuesday night league and had to play on a Sunday game at 11, which is not ideal. So I feel that there would be quite a bit of grumbling if there were fee increases when we don't have courts.

Commissioner Murdock: So it might make sense to get the facility built and then look at it in a future year.

Commissioner Kosloskus: It might be worth it to look at non-resident price increase and do an analysis there. Look at [others] and see where we stand in line.

Speaker: The analysis on that is about the "all-in" number, which I do every year. Meaning like what's your membership + league fee + food and beverage bill comparing us to Winnetka. We are in the middle.

4.13 LAKEFRONT 2023 BUDGET

Commissioner Kosloskus: Because you gave us a fee comparison on this one, it was interesting to see that prices were competitive over Winnetka, but then when you get into larger families, strangely there is a deviation. Is there a reason behind that? Or is that just how the numbers increased over time?

Emily Guynn: It's how the pass has been set up. We realigned pricing. We brought back membership sales and the combo pass after covid. Because we opened beach before pool. And with the past structure that's how it built upon itself when we add 1 person, 2 person or 3 person...

Commissioner Kosloskus: Maybe just with the 4-person family you might want to think about keeping those moving toward the line in the future, if we are going to be above or below them. I wouldn't want to sway people to leave us.

Commissioner Frazier: Random question: have we ever offered a daily combo pass, if people wanted to come in and do the pool and the beach?

[Not that staff is aware of]

Commissioner Murdock: So we are seeing the pass is 7% and a sailing fee is 5%.

Emily Guynn: Correct. Because of the re-introduction of Langdon.

Commissioner Duffy: Just playing catch-up to the conversation, you talked about the 4-person pass and you're comparing our rate to Winnetka's rate.

Commissioner Murdock: Yes, \$143 vs. \$135, \$176 vs \$145.

Commissioner Kosloskus: The other categories were still a bargain for 2 and 3 [person families], but then we cost more for a larger family. It's just inconsistent.

Director Wilson: I just want to point out, those are Winnetka's resident rates. So our residents would pay a much higher fee to go get a 4-person membership in Winnetka.

Commissioner Murdock: So we are not worried about losing anybody.

Director Wilson: I just wanted to clarify, Wilmette residents, it would be \$250 for a family of 4 [in Winnetka] for non-residents. So it's still a huge value for our residents to stay with us.

Emily Guynn: So what was brought up earlier was that our daily pass is \$9, and with the 5% it doesn't trigger the full rounded dollar amount, so we left it flat at \$9.

Commissioner Kosloskus: I appreciate that the calculation doesn't perfectly round and [staff] were being true to the math [of 5%], but we aren't charging \$9.10 vs. \$9.85 when you go to buy your beach pass, and so that dollar on every single beach pass sold, and there's a large number of daily passes sold, I said would there be a case they would consider going to \$10. So it wouldn't be true to a 5% increase, but it might be reasonable.

[Agreed among several]

Commissioner Murdock: Does staff object to raising [the daily beach pass rate] to \$10?

Emily Guynn: We are happy to follow guidance.

Commissioner Murdock: I think we are all comfortable with it. That's great.

Commissioner Duffy: So am I reading the parking right? So the last line on the first page is \$35 for a resident for a seasonal parking pass. But a daily parking pass for a resident is \$20 on a weekend?

Commissioner Duffy: That's the deal of the park district [to just buy the season parking pass].

Commissioner Kosloskus: That and the cyber Monday deal for the pool passes. For those that came to the meeting, buy your pool pass on cyber Monday.

I was curious on staffing. There was a pretty healthy drop in salaries and wages. Maybe there was some re-classing. But this year was \$140,000. It dropped down to \$80,000. Did that move to a different person's budget?

Sheila Foy: I believe the lakefront salaries were budgeted in one line, but we decided during the year to allocate them over to the sailing program, the admin program, and another area, so in total all those administration...

Commissioner Kosloskus: And rental revenue, under sailing operations, rental revenue, there was a negative \$11,000 number. Was that supposed to be negative?

Speaker: That's a mistake, it should be positive.

4.14 COMMUNITY EVENTS 2023 BUDGET

Commissioner Murdock: So I know you have highlighted in the write-up for community events, what we are doing now vs. what we have done in the past. Do you want to walk us through that?

Emily Guynn: So the managers of the recreation department talk about special events a lot and how we approach it in Wilmette. We feel like it's truly an appreciation to the community, especially when you look at our budget, these are fees that we receive from the community as a whole. As the memo outlines, in summary, we have created a community appreciation group of staff within the recreation department and west park that can help give some assistance with event set-up. We have our regular annual events and also events that are every-other year. We have events that we do on a rotation, like National S'mores Day. We have a committee who plans these events.

Commissioner Kosloskus: There is a committee within the staff that plans community goodwill projects. There have been some suggestions provided to that committee. Please let us know if they need more money for their big ideas. Because we are happy increasing goodwill and increasing budgets for those reasons.

4.15 SUMMER CAMP 2023 FEES

Committee Murdock: Any questions about summer camp fees?

Commissioner Anderson: Your message originally to us about why the fees were to increase improving quality and driving that value with the right people leading them, I think if we are hiring the right people, all of this feels like it makes sense.

4.16 PROGRAM OPERATIONS 2023 BUDGET

Emily Guynn: So those two sections, [Program Operations and Recreation Operations], are primarily the CRC Operations. Rentals there are really the lion's share of the revenue for that. The salaries, the overhead, the building repair/maintenance items.

Sheila Foy: And those numbers that get spread get pushed out to each of the programs, from Early Childhood to Sports. Admin. overhead allocates to the CRC building. And then those allocations all go out. And the tax piece of it has only increased by the 5% because of the tax gap increase.

4.17 RECREATION PROGRAM OPERATIONS 2023 BUDGET

[See above.]

5.0 ADJOURNMENT

Motion to adjourn regular board session. Commissioner Murdock moved to adjourn. Commissioner Kosloskus seconded the motion.

By a unanimous voice vote; **Motion Carried.**

Minutes Approved on TBD.

UNOFFICIAL



WILMETTE PARK DISTRICT

Regular Board Meeting

Meeting Minutes

Monday, November 14, 2022
7:30 p.m. – Village Hall Council Chambers

PRESENT

Commissioners: President Michael Murdock, Vice President Kara Kosloskus, Cecilia Clarke, Lindsay Anderson, Patrick Duffy and Allison Frazier (a quorum)

Staff: Executive Director & Board Secretary Steve Wilson

ABSENT

Commissioner Julia Goebel

1.0 REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS CALLED TO ORDER

The meeting was called to order at 7:32 p.m.

A. Roll Call Taken

2.0 CONSENT AGENDA

2.1 APPROVAL OF MINUTES FROM THE SPECIAL BOARD MEETING HELD ON OCTOBER 17, 2022

2.2 APPROVAL OF THE MINUTES FROM THE CLOSED SESSION HELD DURING THE SPECIAL BOARD MEETING ON OCTOBER 17, 2022

2.3 APPROVAL OF THE MINUTES FROM THE REGULAR BOARD MEETING HELD ON OCTOBER 17, 2022

2.4 APPROVAL OF THE MINUTES FROM THE CLOSED SESSION HELD DURING THE REGULAR BOARD MEETING HELD ON OCTOBER 17, 2022

2.5 APPROVAL OF OCTOBER 2022 VOUCHER LIST

Commissioner Kosloskus moved to approve the consent agenda and Commissioner Clarke seconded a motion to approve the Consent Agenda of the October 17, 2022, Special Board Meeting Special Closed Board Meeting, as well as the Regular Board Meeting & Regular Closed Board Meeting of October 17, 2022, and the October 2022 Voucher List, a copy of those documents are to be attached to and become a permanent part of the minutes of this meeting.

By a roll call vote, voting Yes, Commissioners: Duffy, Anderson, Frazier, Clarke, Kosloskus and Murdock. Voting No, none. Absent, Goebel; **Motion Carried.**

3.0 COMMUNICATIONS AND CORRESPONDENCE

Commissioner Murdock explains the range of communication received and included in the board packet.

Director Wilson stated he received an email over the weekend and it was too late to include in the meeting minutes. He will respond accordingly.

4.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

Patrick O’Gara: Thanks the board for acknowledging his emails regarding West Park. He is hopeful it will be on the agenda for the Committee of the Whole at the end of the month. He is also hopeful for a resolution to the situation described in his emails. Mr. O’Gara is looking forward to participating in the first focus group for Project Parks & Play later this week.

No other members of the public volunteered to address the board and Commissioner Murdock moved to the next item on the agenda.

5.0 EXECUTIVE DIRECTOR’S REPORT

Director/Secretary Wilson moves through his Director’s Report, which is included in the board packet. Highlighted is Project Parks & Play, in which Director Wilson reminds the public that the park district is looking for feedback and input about what members of our community would like to see for the immediate and distant future of the Park District. He goes on to explain more specific ways the public can participate in this exercise, which can also be found on the park district’s website.

6.0 UNFINISHED BUSINESS

None.

7.0 NEW BUSINESS

8.1 TRUTH IN TAXATION RESOLUTION 2022-R-1

Motion to approve the Truth in Taxation Resolution 2022-R-1 made by Commissioner Frazier, seconded by Commissioner Clarke.

By a roll call vote, voting Yes, Commissioners: Duffy, Anderson, Frazier, Clarke, Kosloskus and Murdock. Voting No, none. *Absent*, Goebel; **Motion Carried.**

Commissioner Duffy added that he appreciates the efforts of Staff who put together the reports from around the district. Commissioner Murdock echoes that sentiment, noting the helpful photos of ongoing projects included in those reports.

8.0 ADJOURNMENT

Motion to adjourn regular board session. Commissioner Kosloskus moved to adjourn. Commissioner Frazier seconded the motion.

By a unanimous voice vote; **Motion Carried.**

Minutes Approved on TBD.



Voucher List Presented to the Board of Park Commissioners
At the Regular Meeting of December 12, 2022

Voucher List - Reconciliation
November-22
(Vendor Disbursements Over \$5,000)

Vendor Name	Amount	Type of Service/Products	Y	
Trane Chicago	315,518.64	CRC RTU project and Golf repairs		
Kandu Construction Inc.	238,359.41	CPF Bathroom- Faculty Improvements IGA		
Slaten Construction Inc	175,653.79	Progress Billing-Golf Course Restaurant Renovation		
PDRMA	112,718.54	Insurance for October 2022		
A Lamp Concrete Contractors, Inc.	110,146.67	Final Payment on Golf Cart Path		
IL Municipal Retirement Fund	95,047.98	IMRF Contributions		
Heartland Business Systems, LLC	52,254.00	Office 365 Licensing and Email Migration		
Gewalt Hamilton Assoc., Inc	43,169.03	Consulting on Various Projects		
CPTC,NFP	33,000.00	League Fees(Men)		
Woodhouse Tinucci Architects LLC	27,360.58	Consulting on Various Projects		
IMPERIAL SERVICE SYSTE	26,239.48	CRC - Cleaning services	Y	
Halogen Supply Co Inc	25,089.36	Pool- Chlorine Controller Project		
ENGIE Resources LLC	25,070.77	Electric Service for various facilities		
Direct Fitness Solutions LLC	21,897.64	New Functional Training Space		
The Pool Guys	20,000.00	Pool- Project/Repairs		
SQ *THE LAWN	19,482.85	Food for various programs hosted in December	Y	
Manas Torcom, Inc/Touch of Beauty, Inc.	17,271.40	Mallinckrodt- Carpeting Project		
IN *GROWING SOLUTIONS,	17,182.00	Irrigation Water Treatment	Y	
Sportskids Inc	15,051.16	Fall 1 Programs 2022		
Metropolitan Industries	13,225.00	Golf- Sump Pump Project		
Amazon	7,740.00	Program Supplies	Y	13,071.01
Amazon	2,662.37	Building Supplies	Y	
Amazon	1,396.60	Office Supplies	Y	
Amazon	1,272.04	Equipment and Repairs	Y	
Harris Golf Cars	11,675.00	Electric Utility Vehicle		
Elmwood Supply Company, Inc.	11,594.42	West Park-ADA Improvements Project		
Smith Group JJR LLC	11,200.00	Langdon Park Shoreline Stabilization		
Birdair	11,117.00	Pool- Umbrella Skin Replacement		
Avalon Petroleum Co	10,617.25	Diesel and Unleaded Fuel for Golf and Parks		
PRESTWICK GROUP	9,730.00	Parks - Trash Container Project	Y	
OnPoint Insights LLC	9,625.00	Project Kickoff Phase- 25%		
Petroleum Technologies Equipment Inc	8,176.00	Fuel Tracking Software Upgrade		
Midwest Environmental Consulting Services, Inc.	7,887.00	CRC- Drinking Safety/Lead Sampling		
The Lawn	7,336.65	Club House Buildout Furnishings		
Public Communications Inc	7,187.50	Marketing & Communications Consulting Fees		
Fambro Management LLC	7,169.00	Programming for Various Areas		
Hot Shots Sports	7,163.80	Hot Shots Fall 1 2022 Programs		
IN *GOVHR USA LLC	7,050.00	Compensation study	Y	
Premier Gymnastics West.	6,860.00	2023 Entry Fees		
United Gymnastics Academy	6,740.00	2023 Entry Fees		
SEAWAY SUPPLY CO.	6,573.43	CRC - Building supplies	Y	
DGBC	6,400.00	2023 Entry Fees		
CDW GOVT #DB91468	6,342.95	Technology equipment for various areas	Y	
WASTE MGMT WM EZPAY	6,339.99	All Buildings - Trash/recycling	Y	
Prairie Gymnastics Club	6,300.00	2023 Entry Fees		
Landmark Studio, LTD.	5,987.30	Golf Course Benches		
Upland Design LTD.	5,655.12	Maple Park- Playground Renovation		
Record-A-Hit Inc	5,090.00	Miscellaneous Contract Services		
Wilson Racquet Sports USA	5,081.69	Restock Tennis Items/Replacement Grips for Paddle		
Total	1,611,708.41			
Other Sundry Services/Products	251,491.25	Details on following page		
Total Voucher List	1,863,199.66			
Payroll Transfers				
	11/4/2022	347,006.67		
	11/18/2022	337,924.35		
Total Payroll Transfers		684,931.02		
Total Vouchers and Transfers		2,548,130.68		

Y - Paid with PCard

We, the undersigned Officers of the Wilmette Park District, do hereby singularly approve for payment the above listed and detailed list of bills chargeable for the above stated month and on which further approval was passed at a regularly scheduled meeting of the Board of Park Commissioners of the Wilmette Park District.

Commissioner-Motion

Commissioner-Second



Voucher Approval Report
Vendor Disbursements under \$5,000 sorted by Vendor
Presented to the Board 12/12/2022

Vendor Name	Amount	Type of Service/Products	Y
24HOURWRISTBANDS.COM	84.00	Wicked Wilmette event wristbands	Y
4IMPRINT, INC	1,311.20	Employee Benefit Fair give-aways	Y
4IMPRINT, INC	624.16	Wicked Wilmette event treat bags	Y
4IMPRINT, INC	594.10	Promotional Fitness Giveaways	Y
AAA LOCK AND KEY	205.00	Gillson - Repair/safe lock	Y
AAA LOCK AND KEY	172.27	CRC - Extra facility & mailbox keys	Y
AAA LOCK AND KEY	71.25	West Park - Keys and fobs	Y
AAA LOCK AND KEY	30.00	West Park - Extra building keys	Y
Accurate Document Destruction	473.65	September 2022 Shredding	
ACUSHNET BILLTRUST	3,673.08	Golf Balls and Gloves for Resale	Y
AEREX PEST CONTROL SER	200.00	CRC pest control	Y
Affordable Office Interiors LLC	2,198.20	Centennial Front Desk & Conference Room Furniture	
AFLAC	909.70	Employee Contributions	
AHW LLC	147.08	Gillson - Gator repairs	Y
Alan Graham & Asso	1,682.00	Paddle Instruction	
Alcock, Caroline	185.93	Unclaimed Property- Check # 255297	
Alcock, Caroline	151.30	Unclaimed Property- Check # 263929	
Alcock, Caroline	135.83	Unclaimed Property- Check # 256580	
Alcock, Caroline	130.75	Unclaimed Property- Check # 256296	
Alcock, Caroline	34.42	Unclaimed Property- Check # 257190	
Alcock, Caroline	34.17	Unclaimed Property- Check # 264231	
AM LEONARD	621.47	Scoop Shovels	Y
AMBERSRIPT	20.00	Transcription Software	Y
American Compressed Gases Inc	989.50	CO2 for the Pool	
American Compressed Gases Inc	674.50	CO2 for the Pool	
American Compressed Gases Inc	78.00	CO2 for the Pool	
American Compressed Gases Inc	30.00	CO2 for Pool	
AMERICAN OUTFITTERS LT	1,085.88	HSM Cast T-shirts	Y
American Red Cross	615.00	Staff Training	
American Red Cross	385.00	CPR Training (11 People)	
American Red Cross	120.00	Lifeguard Management for Ben	Y
American Red Cross	35.00	Teacher CPR recertification	Y
AMK PHOENIX CONV CTR	21.72	NRPA Conference lunch	Y
AMSOIL	239.80	Parks - Equipment operations oil	Y
APPLE.COM/BILL	2.66	West Park - K. Solberg/phone supply	Y
Aqua Terra Canada Inc	3,995.00	Terra Mats/Sod Protection	
AQUALAB Water Treatment	245.00	Ice- Water Treatment for Cooling Tower	
Aquatic Ecosystems Mgt Inc	652.00	Pond Services	
Aquatic Ecosystems Mgt Inc	367.50	Pond Services	
ARLINGTON POWER EQUIPM	42.52	Parks - Chain/supplies	Y
AT&T	3,448.94	Data & Voice Network Charges for WPD	
AT&T	498.28	Phone Charges for Park District	
Balanced Environments, Inc.	3,184.48	CRC,Centennial & Golf- Planting Bed Materials	
BARRIO CAFE T4 S2 PHX	123.71	NRPA conference meal	Y
Beacon Sales Service Installation, Inc	475.00	West Park- Fuel Tank Inspection/Certification	
Bluemack	69.38	Door Name Plate/Tags (M.Parson)	
Bushwaller, Sally	2,271.50	Fall 1 Classes	
Camugnaro, Andrew	78.37	After Camp Rec Supplies/Mileage June/July 2022	
CFDYNAMICS	24.95	Leagues Website Hosting	Y
CHAMPION TEAMWEAR	911.88	Team Supplies	Y
Chess-Ed LLC	1,626.83	Fall 1 CRC Chess Class	
Cintas First Aid & Safety	75.27	First Aid Supplies	
CKO*WWW.ISTOCKPHOTO.CO	199.00	Monthly fee for online stock image service	Y
COMCAST BUSINESS	432.57	Comcast Phone	Y
COMCAST CHICAGO	2,259.60	Internet, Music and TV for various facilities	Y
ComEd	23.54	Electric Service- Thornwood Park	
CONNEXION	3,630.08	Paddle - Vacancy Sensor Project	Y
Counselman-Hunsaker	1,060.00	PDRMA Site Audit/Visit	
CUTLER WORKWEAR	1,147.52	Parks - Jackets/uniform supplies	Y
CUTLER WORKWEAR	162.44	CRC uniform winter coat	Y
DBC*BLICK ART MATERIAL	384.17	Blick Art Supplies Art Department	Y
DBC*BLICK ART MATERIAL	70.38	Watercolor paper	Y
DELICIOUS UNLIMITED CO	2,691.95	Full Day Catered Lunch	Y
DELICIOUS UNLIMITED CO	1,153.71	Half Day Preschool Catered Lunch	Y
Design Quality Consultants	240.00	Photography Class Instructor Payment	
Discount Playground Supply Inc.	3,009.65	Parks- All Playgrounds Surfaces Conditioner	
DMR VIRTUAL PHOTOGRAPH	460.00	360 Photos for Website and Google	Y
DOG WASTE DEPOT.COM	1,429.90	Parks - Doggie bags	Y

DROPBOX*C166T739DSN1	119.88	Drop Box for Production Theatre Staff	Y
Dunlop Sports Group Americas	2,936.64	960 Cans of Tennis Balls for Cart & Breakfast Club	
Dunlop Sports Group Americas	471.62	48 Jr Tennis Racquets for Resale	
EasyPermit Postage	829.17	Admin Mail Machine Lease	
EBAY O*13-09130-34158	95.96	Ice - Zamboni parts	Y
EBAY O*13-09130-34159	125.99	Paddle - Countertop/building repairs	Y
EBAY O*13-09130-34160	45.00	Ice - Zamboni parts	Y
EBAY O*22-09157-03597	56.91	Gillson - Beach house shower repair	Y
EIG*CONSTANTCONTACT.CO	369.00	Monthly fee for online enewsletter/ebblast tool	Y
Elliott & Associates Construction Inc.	4,500.00	CRC- Radon Testing Charges	
EXPRESS PRESS	121.13	West Park - Uniform supplies	Y
EXPRESS PRESS	65.23	Parks - Uniform supplies	Y
FASTSIGNS 100101	317.95	Wilmette Children's Theater fall show banners	Y
FASTSIGNS 100101	183.60	Ice Rink sponsor dasher - Landmark Exteriors	Y
FASTSIGNS 100101	81.62	CFC glass case posters	Y
FASTSIGNS 100101	34.65	New staff business cards - R. Kruse	Y
Fastsigns-Morton Grove	2,804.37	Project Parks and Play Banners & Signs	
Fastsigns-Morton Grove	197.43	Paddle Rules, Yard, & Court Door Signs	
Fastsigns-Morton Grove	144.77	Paddle Rules Signs (1st Set of Yard Signs)	
Fastsigns-Morton Grove	124.30	Name Plates/Tags, Business Cards	
Fastsigns-Morton Grove	64.28	Business Cards/Name Plate (M.Parsons)	
Faulks Bros Construction Inc	1,411.58	Drainage Sand	
Ferincz, Tamas	38.38	Transportation	
Filter Services Inc	653.00	Ice- HVAC Filters	
FLEET FARM 5400	1,349.99	Sailing Beach Equipment Trailer	Y
FOX VALLEY FIRE AND SA	150.00	Gillson - Fire alarm radio lease	Y
FOX VALLEY FIRE AND SA	150.00	Golf - Fire alarm radio lease	Y
FOX VALLEY FIRE AND SA	55.00	West Park - Fire alarm radio lease	Y
FS *BRIGHTPOD.COM	99.00	Marketing project sharing software	Y
FSP*ILSTMA	250.00	Buildings - J. Groves & M. Marubio/ST meeting	Y
FSP*ILSTMA	125.00	Parks - B. Maldonado/sports turf meeting	Y
FSP*ILSTMA	125.00	West Park - K. Solberg/sports turf meeting	Y
FUN EXPRESS	863.06	Wicked Wilmette	Y
GALETON	423.20	Parks - PPE/gloves	Y
GARVEYS OFFICE PRODUCT	33.58	West park 2023 wall calendars	Y
GENERAL REFRIGERATION	1,970.00	Ice - Repair/rink control system	Y
GGI	1,164.92	Project Parks and Play Postcard	
Gliksberg,Gina	75.00	Nutrition Workshop Presenter Payment	
Golf Mill Ford Inc	109.95	Parks- Alignment for Truck # 8	
Gomez III, David Wycoff	23.56	October 2022 Mileage	
Gomez, Javier	137.56	Reimbursement for Thanksgiving Supplies	
GOODE & FRESH PIZZA BA	453.60	Full Day Pizza Order	Y
GOODE & FRESH PIZZA BA	194.40	Half Day Pizza Order	Y
GOODMAN THEATRE - BOX	770.00	Day trip outing tickets	Y
GRAINGER	2,061.27	Parks - Standing blower Project	Y
GRAINGER	351.76	CRC - Ceiling tiles/building repairs	Y
GRAINGER	32.38	West Park - Supplies/key kit	Y
Grand Stage Lighting	580.90	Ice Dreams Show Spotlights	
GROOT INDUSTRIES INCOR	126.65	All Buildings - Trash/recycling	Y
Grower Equip & Supply Co	63.99	Cover Assy Gaskets for Blower Bar Oil	
Grower Equip & Supply Co	28.59	Hose for Back Pack Blower	
Halloran Power Equipment	207.86	Parks- Gravely Mower Warranty & Repairs	
HARBOR FREIGHT TOOLS 7	45.96	Parks - Equipment supplies	Y
HOMEDEPOT.COM	298.00	West Park - Supplies/vacuum and batteries	Y
HOMEDEPOT.COM	113.82	Golf - House Project	Y
House Of Rental	2,400.00	Tent Rental for F & B Service- Extension	
HUNTER INDUSTRIES	109.00	West Park - CPF irrigation subscription	Y
IDLEWOOD ELECTRIC SUPP	2,416.76	Lighting and Lighting repairs for various facilities	Y
ILIPRA.ORG	305.00	Job Posting - West Park	Y
Ill. Dept. of Revenue	2,077.00	10/22 Sales Tax	
ILLINOIS ASSOC OF PARK	866.00	2022 IAPD Legal Symposium - 4 attendees	Y
IN *ARCO MECHANICAL EQ	525.00	Golf - Co2 detection service	Y
IN *GNXCOR USA INC	225.00	Maintenance Care Software	Y
IN *MY MASTER DESIGNS	33.13	Embroidery for Apparel for Resale	Y
IN *THE MULCH CENTER L	283.50	Parks - Flower bed materials	Y
IND HARRY IZZYS 619134	24.91	NRPA Food	Y
IPRA	1,320.00	IPRA annual dues - 5 employees	Y
Ira Hochberg	1,098.46	West Park- Truck/Equipment Supplies	
Ira Hochberg	879.78	Parks(shop&mower supplies/CRC(bus& truck repair)	
Ira Hochberg	707.94	West Park Shop- Truck/Equipment Supplies	
Ira Hochberg	698.85	Parks-Shop and Truck Supplies	
Ira Hochberg	560.00	Pool- Equipment Supplies/Anti Freeze	
ISA	275.00	West Park - K. Solberg ISA training	Y
JAMF SOFTWARE, LLC	66.00	Apple Mobile Device Management	Y
Jayne, Mary Liz	525.59	Wicked Wilmette Candy & Concessions	
Jayne, Mary Liz	45.57	Mileage Reimbursement - May- Oct 2022	
JEWEL OSCO 3465	27.96	Campus club Supplies	Y
JOANN STORES #2220	37.38	Wicked Wilmette supplies	Y

JOHN WEISS ACE HDWE	41.50	Pool - Umbrellas	Y
JOHN WEISS ACE HDWE	36.97	Golf - Barn toilet parts	Y
JOHN WEISS ACE HDWE	32.12	West Park - Building supplies	Y
JOHN WEISS ACE HDWE	19.98	Gillson - Beach house supplies	Y
Jorson & Carlson Co Inc	94.50	Equipment Repairs	
Jorson & Carlson Co Inc	56.00	Equipment Repairs	
Jorson & Carlson Co Inc	56.00	Equipment Repairs	
Jorson & Carlson Co Inc	56.00	Equipment Repairs	
KENNY THE KLEENER - EV	74.95	Dry Cleaning - WPD Tablecloths	Y
Khatoon, Huma	425.00	Damaged iPhone Replacement	
Konica Minolta Business Solutions	752.70	Copier Usage for various facilities	
KP World, Inc	4,604.53	Taekwondo Fall 1 Classes	
K-Swiss Inc.	2,620.72	Tennis Inventory for Resale	
KULLY SUPPLY	50.86	CRC - Water fountain drinking cartridge	Y
LA CASITA TAMALES	166.23	Employee Appreciation Lunch	Y
LAKESHORE LEARNING MAT	160.95	Mck Campus Club Supplies	Y
LEFTYS PIZZA KITCHEN	203.93	Food for Board meeting	Y
Leibold Irrigation Inc	1,451.76	Irrigation Repair	
Leibold Irrigation Inc	1,154.49	Irrigation Satellite Repairs	
LN*COOKCOHWYDEPT	100.00	Golf - Golf house Project	Y
LOT X CAR RENTAL	132.00	NRPA Conference parking	Y
LOWES #01748*	47.94	Golf - Restaurant lights	Y
LOWES #01748*	8.98	Zip ties for winter storage	Y
LOWES #02728*	127.84	Golf - Restaurant lights	Y
Lowe's Commercial Account	418.10	Buildings- Supplies/Nailgun and Anchors M.M.	
LURVEY LANDSCAPE SUPP	59.00	Parks - New trees supplies	Y
Madden, Michael	4,000.00	Club House Buildout Furnishings- Final	
Magic of Gary Kantor	500.00	Wicked Wilmette Show	
Magic of Gary Kantor	426.30	Fall 1 Magic Classes 2022	
Maldonado, Humberto R	63.72	PDRMA Meeting Refreshments	
MARK VEND CO	22.02	CRC pop for vending plus credit	Y
MARRIOTT THEATRE	547.50	Day trip outing ticket fees	Y
McNamara-Brosnan, Susan	99.00	Miscellaneous Contract Services	
ME-HOFFMAN EST-MICROS	197.94	School Day Off Field Trip	Y
Menard's Inc	67.05	West Park- Tools/Supplies	
MENARDS MORTON GROVE I	391.51	Paddle - Building cabinets	Y
MENARDS MORTON GROVE I	281.71	WCT HSM Set Build	Y
MENARDS MORTON GROVE I	159.98	WCT HSM Fall Set Build	Y
MENARDS MORTON GROVE I	29.91	Parks - Supplies	Y
MENARDS MORTON GROVE I	27.94	West Park - Building supplies	Y
MENARDS MORTON GROVE I	24.99	Sailing - repairs	Y
MENARDS MORTON GROVE I	6.48	Pool - Repair supplies	Y
Midwest Institute of Park Executives	105.00	West Park MIPE Meeting	
Millen T V Hardware	102.26	Misc Supplies	
Millen T V Hardware	17.41	Ice Machine Repair	
Mission Square Retirement (ICMA) - 457	2,225.36	Employee Contributions	
Mission Square Retirement (ICMA) - 457	2,127.26	Employee Contributions	
MOONSHOT PADDLE	1,120.00	Paddles For Resale	Y
MUSIC THEATRE INTERNAT	248.00	WCT Spring Production	Y
MUSIC THEATRE INTERNAT	248.00	WCT Winter Spring MINIS	Y
Nadler Golf Car Sales, Inc	516.64	48 Volt Battery Charger	
NAPA STORE 3018042	150.80	Parks - Mower repair parts	Y
NAPA STORE 3018042	55.79	2 cycle Mix Oil and tank	Y
NCPERS Group Life Insurance	32.00	IMRF Vol Life- Post Tax	
Nels Johnson Tree Experts Inc	1,925.00	Tree Work	
New York Life Insurance Co	989.84	WPD Employee Premiums	
Nicor Gas	3,764.94	Gas Service for Various Areas	
Nike USA Inc.	2,349.16	Golf Inventory for Resale	
Noble Plumbing & Sewer Contractors Inc	975.00	Golf House Basement Update - Plumbing Repairs	
Noble Plumbing & Sewer Contractors Inc	575.00	CRC- Sewer Drain Repair	
North Shore Faucets Inc	46.04	Golf- Cart Room Sink	
NRPA CONFERENCE	815.00	NRPA Registration	Y
ONLINE JOB ADS INDEED	352.00	Job Posting - Early Childhood	Y
ONLINECOMPONENTSCOM	60.35	Parks - Keay Park electrical repairs	Y
On-The-Go Sports Inc	3,175.20	Fall 2 Session 2022	
Outstanding Graphics	540.00	Photography for High School Musical Rehearsals	
PAR*ROTI RESTAURANTS -	1,115.60	Food for benefit fair	Y
Parson, Michelle	1,423.08	Advance	
PARTS GEEK LLC	220.95	West Park - C- max brakes	Y
PARTSTREE.COM	330.91	Parks - mower tire repair	Y
PARTSTREE.COM	321.41	Parks - Supplies/mower belts	Y
PARTSTREE.COM	69.65	Parks - Starter assemblies	Y
PARTY CITY 5343	50.00	Benefits Fair Supplies	Y
Payne Sod Farm Inc	3,572.00	Sod Cart Path Edges	
Payne Sod Farm Inc	2,255.00	Sod Cart Path Edges	
PAYPAL *R2 MUSIC	600.00	Music for 100th Anniversary Event	Y
PIZZERIA BIANCO	152.07	NRPA Meal	Y
PLATINUM NATIONAL DANC	1,000.00	Dance Team Competition Fees	Y

Play-Well TEKologies	3,795.98	Fall 1 Classes 2022	
Pomp's Tire Service Inc	553.22	Ice- 4 Zamboni Tires	
POWER SYSTEMS-800-321-	4,146.42	Fitness Studio Equipment	Y
PUMPBIZ INC	7.00	Gillson - Pumps parts	Y
Purchase Power	3,036.45	Marketing Mailing for Project Play & Parks Project	
Pure Imagination Inc	135.00	One Hour Web Archive/Data/Code Work	
PY *ANCHORFISH PRINTIN	190.00	Jacket embroidery	Y
R & R Specialties, Inc.	1,501.76	Zamboni Tires	
R & R Specialties, Inc.	812.65	Zamboni Parts	
R & R Specialties, Inc.	21.64	Zamboni Parts	
RANGE SERVANT AMERICA	785.00	Debt Keys for Driving Range	Y
RANGE SERVANT AMERICA	314.90	Wheel and Castor - range picker	Y
RANGE SERVANT AMERICA	112.90	Ball Hitch Replacement - range picker	Y
REAL V, LLC	3,024.00	Independent Contract Service	
Reinders Inc	1,171.64	Equipment Repairs for Golf	
RENAISSANCE HOTEL PHOE	545.48	NRPA Lodging	Y
REVDANCE.TENTH HOUSE	1,663.55	Dance Costumes Nutcracker Revolution Dance	Y
REVDANCE.TENTH HOUSE	768.78	Dance Nutcracker Costumes	Y
REVDANCE.TENTH HOUSE	672.95	Dance Team Uniforms and Competition Costumes	Y
Revels Turf and Tractor	115.63	Filter Kit for Tractor	
Robbins Schwartz	553.13	P.T.A.B. Challenge Services	
Rock 'n' Kids, Inc.	1,143.80	Fall 1 Programs	
SAFARI LAND	432.00	School Day Off Trip	Y
SAFARI LAND	100.00	School Day Off Field Trip	Y
SANGOMA US INC	140.63	District Fax Solution	Y
Sauber Mfg Co	593.75	West Park- Bucket Truck Repairs	
SEAWAY SUPPLY CO.	1,102.50	All Buildings - Trash liners	Y
SERVICE SANITATION	4,532.00	Portables for various facilities	Y
Shark Shack Inc.	2,412.00	Birthday Party Meals Summer 2022	
Solberg, Kristi	297.19	Reimbursement for Thanksgiving Supplies	
SP PADDLE TENNIS SPORT	416.95	Paddle Score Keepers	Y
Sparkles Entertainment Inc	1,185.00	Wicked Wilmette Face Painters	
SPIRIT HALLOWEEN 60988	59.99	Halloween supplies	Y
SQ *GREEK FEAST	429.00	Recreation Department Camp Planning	Y
SQ *PA'LA DOWNTOWN, LL	34.06	NRPA Food	Y
SQ *WEST END FLORISTS,	1,072.44	Fall Plantings	Y
SQ *WEST END FLORISTS,	478.40	CRC - Flower beds	Y
SQ *WEST END FLORISTS,	67.50	Clubhouse Fall Plantings	Y
Sta-Kleen, Inc.	2,600.00	Ice/Pool- Cleaning Concessions	
Sta-Kleen, Inc.	625.00	CRC- Cleaning Concessions Area/Hood	
STAPLES 00116129	25.99	Labels For Inventory	Y
STAPLES 00116129	22.99	Card Stock Paper	Y
START Group	2,785.00	West Park Bldgs.- Lock Out Training	
STATE CHEMIC*STATE CHE	310.30	CRC maintenance supplies	Y
STATE CHEMIC*STATE CHE	231.66	CRC air care program	Y
SUN MOUNTAIN SPORTS, I	3,150.63	Outerwear for Resale	Y
SUN MOUNTAIN SPORTS, I	2,447.00	Golf Bags for Resale	Y
SUN MOUNTAIN SPORTS, I	347.00	Golf Bag for Resale	Y
Sunburst Sportswear Inc	304.00	Champion 2021 Uniforms	
Taflove, S	409.50	Mah Jongg/Canasta Lessons	
Tanner Industries Inc	6.00	Cylinder Rental for Ice	
TARGET 00011676	113.49	Glow Golf	Y
TARGET.COM *	56.21	Chalk For Paddle Instruction	Y
Tebon's Gas Service	861.00	Ice- Propane	
Tebon's Gas Service	187.74	Golf- Propane	
Tec	2,075.15	Tennis- Heat Exchanger RTU	
Tec	845.46	CRC-UVC Bulbs for RTU	
Tec	638.53	Tennis- RTU Parts	
THE ARROGANT BUTCHER	108.63	NRPA Conference lunch	Y
THE CERAMIC SHOP	166.40	Ceramics Supplies	Y
THE HOME DEPOT #1907	289.97	West Park - Tools	Y
THE HOME DEPOT #1907	71.88	CRC/Fitness - Painting	Y
THE HOME DEPOT #1907	58.94	Sailing - Boat racks repairs	Y
THE HOME DEPOT #1907	40.48	West Park - Cleaning supplies	Y
THE HOME DEPOT #1907	34.75	CRC - Building supplies	Y
THE HOME DEPOT #1907	7.51	CRC/Fitness - repairs	Y
THE HOME DEPOT #1913	515.32	West Park - Woodshop/sump pump	Y
THE HOME DEPOT #1913	27.11	West Park - Woodshop/sump pump parts	Y
THE HOME DEPOT #1987	19.48	CRC - Fitness repair	Y
THE HOME DEPOT #1987	(32.91)	REFUND - Golf/lighting	Y
The Sherwin-Williams Co	110.57	West Park- Building Supplies/Gutter Tools	
THE TIKI TERRACE	443.37	Day trip outing fees	Y
THE WEBSTAURANT STORE	619.00	Golf - Restaurant kitchen faucet replacement	Y
THE WEBSTAURANT STORE	21.34	Parks - PPE/Earplugs	Y
THELEN MATERIALS LLC	237.77	Sand Deliveries	Y
Thelen Materials, LLC	2,695.24	Fairway Topdressing Sand	
Thelen Materials, LLC	1,289.41	Drainage Gravel	
Thelen Materials, LLC	659.29	Topsoil Cart Path Edges	

TK Elevator	584.30	CRC- Elevator	
TONY'S FRESH MARKET #1	264.90	Parks staff - Fall planning lunch	Y
TRAFFIC SAFETY WAREHOU	4,565.50	Parks - Barricades	Y
Tressler, LLP	3,192.00	Legal Services for WPD	
TST* HALF DAY BREWING	150.93	Day trip outing fees	Y
TST* WREN AND WOLF	364.39	NRPA conference meal	Y
UBER EATS	60.14	Wilmette Hockey Meeting Lunch	Y
UBER TRIP	97.52	NRPA Transport	Y
UBER TRIP	73.73	NRPA Conference Travel	Y
Vanguard Energy Services LLC	3,991.67	Gas Service- Various Areas	
VC3, Inc.	1,298.00	Managed Backup Service	
Verizon Wireless	4,903.54	Cell Phone Service- Various Employees	
VIASAT IN-FLIGHT WI-FI	9.00	NRPA Wifi service	Y
VILLAGE OF WILMETTE	805.24	Water/Sewer bills for various areas	Y
Wage Works	790.40	Flex Spending Account	
WALGREENS #15211	18.73	Romona Campus Clubs Supplies	Y
WAL-MART #0844	110.68	Benefits Fair Supplies	Y
WAREHOUSE DIRECT	1,849.40	All Buildings - Drain treatment	Y
Weiss Ace Hardware	114.67	West Park- Building Supplies/Mallinckrodt-Santa	
WEISSMAN'S THEATRICAL	3,787.47	Dance Costumes	Y
WESTIN (WESTIN HOTELS)	1,566.91	NRPA Conference lodging for various employees	Y
WHENIWORK.COM	110.00	When I Work Subscription Fee for Various areas	Y
WILLSCOT MOBILE MINI	994.00	Winter storage - Sailing	Y
Wilmette Harbor Association	892.32	Gas for Sailing and AQ Camps	
WINDY CITY NOVELTIE	822.59	Glow Golf	Y
WM SUPERCENTER #3725	65.41	Onboarding Supplies	Y
WPY*PARK DISTRICT RISK	195.00	PDRMA Institute Registration for various employees	Y
WPY*TEAMSIDELINE	1,399.00	League scheduling software	Y
YARDPARTS	218.88	Parks - Supplies/gator blades	Y
Yonex U.S.A.	2,581.06	22 EZone Racquets for Resale	
YOUR ANSWERING SERVICE	15.30	CRC - Answering service	Y
YOUR ANSWERING SERVICE	15.29	Golf - Answering service	Y
YOURCOURTS SUBSCR	70.00	Court Reservation Software	Y
ZOOM.US 888-799-9666	89.94	Video Meeting Software	Y

Y - Paid with PCard

251,491.25

From: info@wilmetteparkfriends.org
To: [Commissioners](#)
Cc: [Steve Wilson](#); [Michelle Parson](#); [Lindsay Thomas](#); [Alison Rodes](#); [Wilson, Dannielle \(BerryDunn\)](#)
Subject: [External] WPD Agenda Packets, Approved Minutes, & Resident Visitors
Date: Saturday, November 12, 2022 6:50:29 PM

PLEASE INCLUDE IN NEXT BOARD PACKET

TO: Wilmette Park Commissioners & Key WPD Staff

Dear #First#,

Over the past few months I have noted more than a few times that the administrative aspects of the WPD are not up to the quality of the recreational activities.

In particular I am concerned about the incomplete WPD Board and Committee minutes. I have gone through all the "Minutes" posted to the WPD website for 2021 and 2022. Here is the data I found:

1 - There were a **total of 97 "meetings"** from Jan 2021 through Sep 2022.

2 - Of these 88 (91%) have copies of the "approved" minutes.

3 - I show the **following Approved Minutes to be missing** (keeping in mind that per OMA rules Minutes are to be approved by the 2nd next meeting and posted to the website within 10 days of approval):

2021:

Apr - Parks & Recs

Oct - Real Estate (probably a closed meeting)

Dec - Committee of the Whole

2022:

Apr - Centennial/Facilities

Jul - Committee of the Whole

Aug - Board

Aug - Committee of the Whole

Sep - Board (Approved at the Oct Board?)

Sep - Committee of the Whole (Approved at the Oct Board?)

4 - Given that with the new "Committee of the Whole" system, there may be as few as two (2) meetings per month (vs. as many as 6 with the old Standing Committee system) one would hope that there will be more timely approvals and postings of Approved Minutes.

5 - I am also concerned that the Approved Minutes are inconsistent with regards to documenting **"Visitors"**.

6 - Of the 88 meetings with Approved Minutes, **59 (67%) list resident visitors** (a few just list consultant visitors but not resident visitors). It is certainly possible that in 2021 meetings may not have always had a "Visitor Sign-In Sheet".

7 - I note that some of the more recent Approved Minutes have a line such as:

"Commissioner Murdock facilitated public comment. The Attendance Sheet will become part of the permanent record."

Hopefully this doesn't mean that the names of resident visitors attending meetings will not be shown in the Approved Minutes.

There does not appear to be a consistent "policy" in this regard. Some Approved Minutes with the above wording did list resident visitors. Others did not.

8 - You may be interested to know that of the 59 Approved Minutes showing resident visitors, there were a total of **149 unique residents** who attended one or more of these meetings for a total of 385 "visits". The average number of visits per resident was 2.6.

The **top ten residents** in terms of number of "visits" (and percentage) were:

Keats, Walter - 49 (83%)
Shea, Mary - 18 (31%)
Leibowitz, Laurie - 16 (27%)
Rothschild, Piper - 16 (27%)
Golden, Alan - 15 (25%)
Lawlor, Mary - 14 (24%)
Salay, Sue - 12 (20%)
O'Gara, Patrick - 11 (19%)
Lurie, Pam - 9 (15%)
Gaetz, Isaac - 8 (14%)

Contact:

Wilmette Park Friends

c/o Walter L. Keats
2514 Laurel Ln.
Wilmette, IL 60091
Tel: 847-256-7706
Emails: info@wilmetteparkfriends.org
walter.keats@asia1on1.com

Please note that if you wish to send a response to this email to all the recipients (i.e., "reply all"), please just reply to "info@wilmetteparkfriends.org" with that request and it will be forwarded to everyone on the list. Sorry if this is cumbersome.

From: [Julia Goebel](#)
To: [Michelle Parson](#)
Subject: Fwd: [External] Fwd: West Park Beer Game Ordinance Violation
Date: Thursday, December 1, 2022 11:37:38 AM

Hi Michelle -

Please include in the next packet; thank you.

Julia Goebel

Park Board Commissioner 2019-2023
Wilmette Park District
jgoebel@wilpark.org
<http://www.wilmettepark.org/>

From: Patrick O'Gara <ogarap@yahoo.com>
Sent: Tuesday, November 29, 2022 10:58:31 PM
To: Kara Kosloskus <kkosloskus@wilpark.org>; Julia Goebel <jgoebel@wilpark.org>; Cecilia Clarke <cclarke@wilpark.org>
Subject: [External] Fwd: West Park Beer Game Ordinance Violation

Good evening,

If I might make one more request today, could you please help me by ensuring that this also makes it to the packet for the December 12 Board meeting? Not the December 7 Special COW that will only cover the budget (if things proceed as they should!) but the December 12 Regular Board meeting.

Thank you kindly.

Patrick

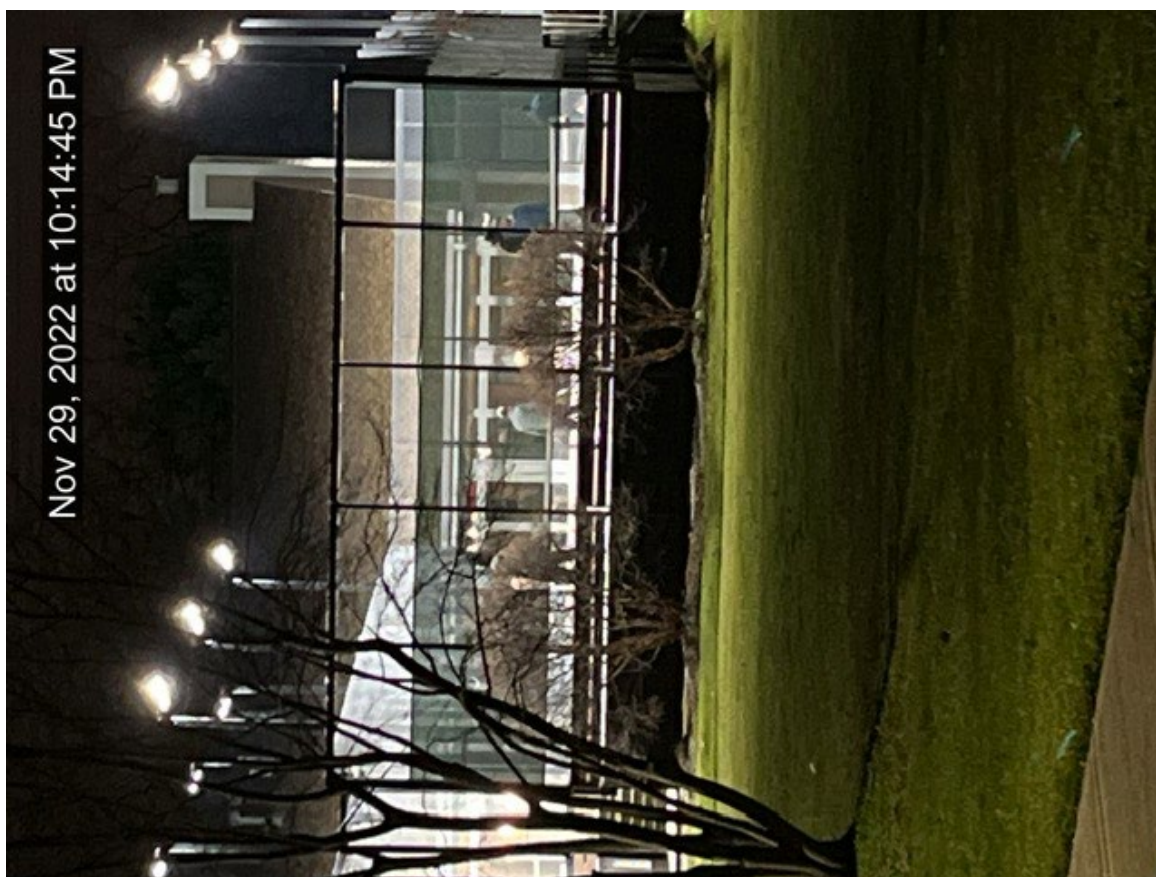
Begin forwarded message:

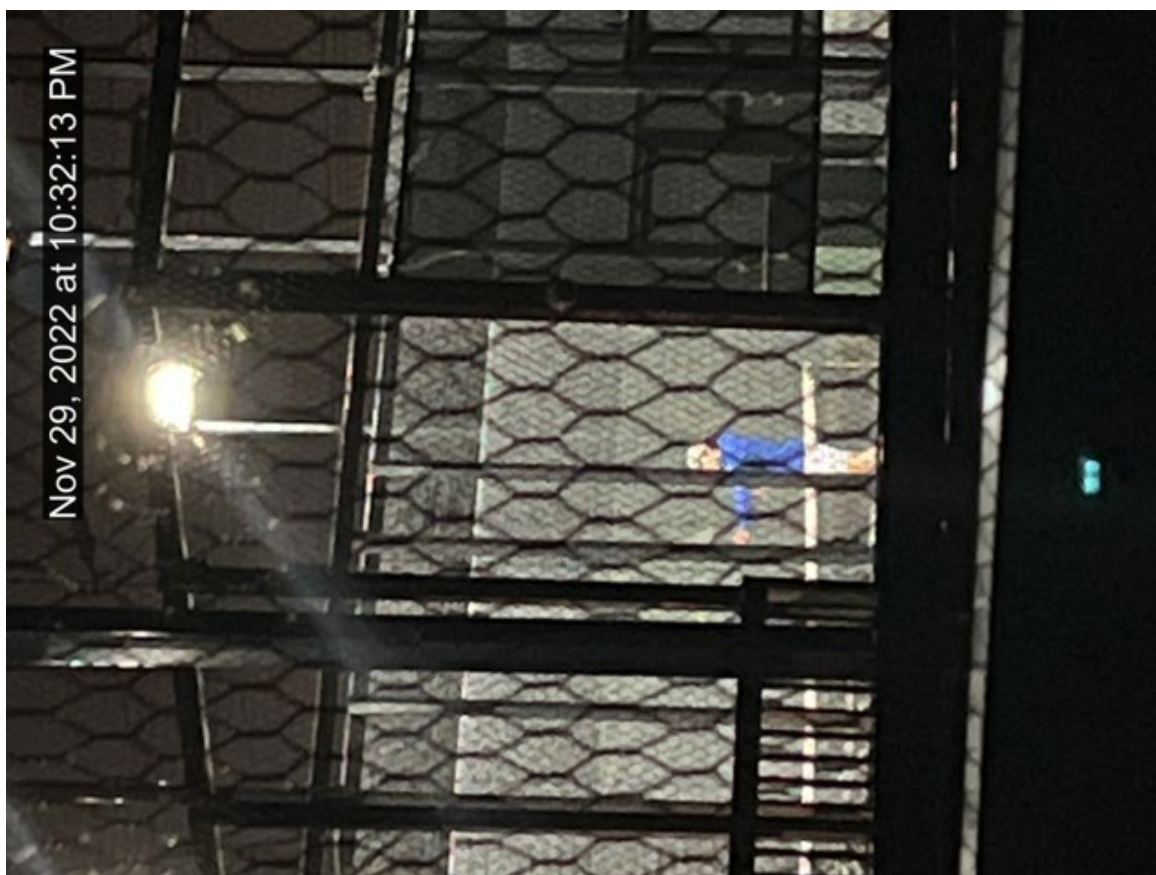
From: Patrick O'Gara <ogarap@yahoo.com>
Date: November 29, 2022 at 10:41:43 PM CST
To: Steve Wilson <swilson@wilpark.org>
Cc: Michael Braiman <braimanm@wilmette.com>, Senta Plunkett <plunketts@wilmette.com>, Gina Kennedy <kennedyg@wilmette.com>, Paul Hahn <paulyh813@gmail.com>, publiccomment@wilmette.com, doddk@wilmette.com, Peter Barrow <barrowp@wilmette.com>, sullivand@wilmette.com, gjajak@wilmette.com, sheperdj@wilmette.com, Jeff Stein <steinj@wilmette.com>, John Adler <adlerj@wilmette.com>, Kara Kosloskus <kkosloskus@wilpark.org>
Subject: Re: West Park Beer Game Ordinance Violation

Hello,

This evening's report. Apparent beer games on two courts past ten, one court going past 10:30 and the timers not yet changed to cut the lights hard at 10:30. Steve, under the circumstances I was surprised and disturbed to hear discussion at last night's budget COW

of a possible northern decking application to the village. Shouldn't the Board openly discuss the Village's recent letter first before any consideration is given to a new application?





Thank you.

Patrick

On Nov 9, 2022, at 10:25 PM, Patrick O'Gara <ogarap@yahoo.com> wrote:

Hello again,

Another week, another violation of Wilmette law about which I can't get a substantive response from either Park District or Village. The time stamp says 10:05 but the game—which certainly does not appear to be a highly competitive second league match based upon the scores, play and obscenity laden dialogue I'm hearing—is still going on as I press send. As I stand here I observed a police car with lights ablaze going after a car on Lake Avenue, presumably for speed and/or intoxication. But I can't get an answer about this illegality taking place every week. Is it because I live west of the Edens and don't deserve an answer? Or that the answer is, my call to the police will be pointless?

Something is very wrong here. Please ask yourself what role each of you is playing in it. Thank you.

Patrick

<image0.jpeg>

On Nov 4, 2022, at 1:51 PM, Patrick O'Gara
<ogarap@yahoo.com> wrote:

Hello again,

As I haven't heard anything substantive in response to this I will continue to update.

Below are pictures from last night, two courts with play going on past 10. Assuming that the teams comply with the league rules of a 6:30 pm start of the two rounds of league matches (with any failure to start past 7 a default for the night), the second match will only extend past 10 in very rare instances of highly competitive and evenly matched teams resulting in long points and tie-breakers. Again, this is rare, and probably explains why the submitted and approved closing time in 2017 was 10 pm despite the fact that league play had been going on for four years at that point.

The 10-11 hour is really for beer games and facility attractiveness for visiting teams, who would also not receive the emails about league play hours at this facility or pay close attention to the last lines of the signs around the hut. Would they? The only solutions here are staffing the hut to ensure compliance by both home and visiting players or withdrawing the permission for 11 pm. Otherwise, the ordinance is a joke. Which will it be?

<image0.jpeg>

<image1.jpeg>

Thank you and have a nice weekend.

Patrick

On Nov 1, 2022, at 10:48 PM, Patrick O'Gara <ogarap@yahoo.com> wrote:

Hi Steve,

I'm currently observing a two person beer game on the southeast court at 10:35, which by definition can't be a league match. The league matches for the night on that court ended awhile ago and the court was empty shortly after 10 when I first came over. See attached picture. There was also a beer game on the northeast court that finished at 10:30. I knew it was a beer game because I heard the score being called at 10. And there is still a beer game going on right now on one of the southwest courts.

Clearly signs and emails aren't working . Question for you and the village—should I start calling the police when this happens, which is almost every league play night? And to the village—will the police take action, or refuse to because it's a resident calling and not the park district itself? Do we need to explore other legal options?

Alternatively, Steve, will the park district staff the facility on league nights as you said was an option in your written answers to the village trustees in April? The staff person could create a record of the start and end times for the league matches and ensure that no beer games go on past 10. Isn't that a reasonable idea?

It sure would have been nice for the residents, village staff and village board to have been told about beer games in April. Or for those who knew about this practice on the village side to share it when they heard and read the misrepresentations made about league play.

What are we going to do about it now?

Patrick

<IMG_6932.JPG>

From: [Julia Goebel](#)
To: [Michelle Parson](#)
Subject: Fwd: [External] Last Night's COW Meeting
Date: Thursday, December 1, 2022 11:36:29 AM

Hi Michelle,

For inclusion in next packet. Thanks, Julia

Julia Goebel

Park Board Commissioner 2019-2023
Wilmette Park District
jgoebel@wilpark.org
<http://www.wilmettepark.org/>

From: Patrick O'Gara <ogarap@yahoo.com>
Sent: Tuesday, November 29, 2022 4:04:21 PM
To: Kara Kosloskus <kkosloskus@wilpark.org>; Julia Goebel <jgoebel@wilpark.org>; Cecilia Clarke <cclarke@wilpark.org>
Subject: [External] Last Night's COW Meeting

Dear Commissioners,

I share your concern that an improper attempt was made by staff and other commissioners at last night's COW meeting about the 2023 capital improvement budget to promote consideration of a village zoning application for the previously withdrawn platform tennis club northern decking in West Park. I trust you agree that this is no basis to put such a possible application or anything to do with the northern decking on the December 12 Regular Board meeting agenda.

Particularly in light of the Village's recent letter and the legal issues it raises, I hope that each of you is looking closely at the conduct of all closely involved staff and commissioners.

Please ensure that this email is in the packet for the December 12 Board meeting. Happy to discuss with you anytime.

Patrick

From: [Patrick O'Gara](#)
To: [Steve Wilson](#)
Cc: [Parks and Play](#); dwilson@berrydunn.com; [Kara Kosloskus](#); [Julia Goebel](#); [Cecilia Clarke](#)
Subject: Re: [External] Fw: Thank goodness you see it all too!
Date: Monday, December 5, 2022 1:44:58 PM

Thank you for your response, Steve. I think it is also critical that the consultants attend Board and Committee meetings or at least review video and tapes of them so that they have a full picture of the Park District's operations and the types of events that can lead to community upset and the formation of opposition groups like Friends of West Park not to mention ongoing legal violations. I certainly hope they will listen to the tape of the last Committee meeting to hear the improper discussion and request for guidance regarding a possible special use application for a party deck in West Park while failing to address the highly serious other aspects of the November 15 letter beside the direction that the party deck would require a special use application. These are the types of events that got us to many of the problems the Park District has today, and the consultants will not be able to understand them without such a review.

I also hope you will be interviewed by the consultants about the daily inappropriate treatment of you by Mike Murdock and its impact on the Park District's operations, which is a topic of discussion by many in the Village. How many calls do you receive on a typical day from Mike Murdock? And has any other commissioner ever called you as much? What about texts and other communications? How many meetings with you, Mike Murdock and others are held over drinks at the Valley Lodge Tavern and other non-Park District locations? Are all the commissioners informed of such gatherings? Do you want to be attending such meetings after a long day of work? Do you have a choice? These are the issues that must be brought out into the open or otherwise all our tax dollars are being wasted on this project and progress will not be made. Be honest with the consultants, Steve. Tell them what you've told others. Our Park District can't go on like this.

Please make sure this message is in the packet for the December 12 Board meeting.

Thank you.

Patrick

> On Dec 5, 2022, at 1:20 PM, Steve Wilson <swilson@wilpark.org> wrote:
> Mr. O'Gara,
>
> Please know that the intent of our consultants was not solicit written communications from attendees of focus groups. With that said, two community members provided it nonetheless. One via email in advance of a focus group, and one in paper format at a focus group. The consultants, in the spirit of more input is better than less, the consultants accepted it. In that same spirit, they will add your communication and attachment to their analysis as well. Thank you as always for your participation in Project Parks and Play. Public input is critical as we develop both a strategic and comprehensive plan for the Wilmette Park District.
>
> Thank you.
>
> Steve Wilson
> Executive Director
> Wilmette Park District
> www.wilmettepark.org
> 847-256-9617
>
>
> -----Original Message-----
> From: Patrick O'Gara <ogara@yahoo.com>
> Sent: Thursday, December 1, 2022 11:35 AM
> To: Parks and Play <parksandplay@wilpark.org>; dwilson@berrydunn.com

> Cc: Kara Kosloskus <kkosloskus@wilpark.org>; Julia Goebel <jgoebel@wilpark.org>; Cecilia Clarke <cclarke@wilpark.org>; Steve Wilson <swilson@wilpark.org>
> Subject: [External] Fw: Thank goodness you see it all too!
>
> Greetings Berry Dunn,
>
> Since I wasn't given an opportunity to provide written comments when I participated in a focus group as subsequent focus group participants were, I'm passing along this email and its attachments which are recent letters from the Village of Wilmette to the Park District. I know that the copied commissioners agree that the legal misconduct by the current Park District administration and the discriminatory treatment of the West Park neighborhood in favor of the 1% of residents who are paying members of the platform tennis club should be considered as part of this process. Otherwise, what's the point, right Commissioners?
>
> When can we meet to discuss this further since my focus group participation was not as complete as others? I certainly wouldn't want to consider that as a further act of discrimination, particularly since my neighbor Paul Hahn was also invited to that focus group and I'm not aware of other West Park neighbors being invited to the subsequent sessions.
>
> I'm sure the commissioners copied here would like to share their thoughts about these developments too. It's part of their duty.
>
> Look forward to hearing from you soon.
>
> Thank you.
>
> Patrick O'Gara
> 917-494-6476
>
>
>
>
>
>
>
> ----- Forwarded Message -----
>
> From: Patrick O'Gara <ogara@yahoo.com>
> To: Kara Kosloskus <kkosloskus@wilpark.org>; Cecilia Clarke <cclarke@wilpark.org>; Julia Goebel <jgoebel@wilpark.org>
> Cc: Steve Wilson <swilson@wilpark.org>
> Sent: Wednesday, November 30, 2022 at 05:46:49 PM CST
> Subject: Thank goodness you see it all too!
>
>
> Dear Commissioners,
>
> I'm so glad you also recognize that any attempt to rush ahead with a new special use application process for West Park would be an obvious damage control maneuver for those involved with the misrepresentations and irregularities in the application process earlier this year and the legal violations that went on before, during and since that process, as well as an attempt to avoid Village enforcement during the remainder of the paddle season and the coming elections. Of course, the last application process kicked off with the improper "West Park Master Plan" vote last December but really started before that with the renaming of the facilities committee to the centennial committee and the proceedings there. That included the decision to overrule the survey results for pickleball in an effort to make it part of the platform tennis club and thus take away almost all of the open natural grass neighborhood park space left in West Park after the ravaging of the past decade, ultimately resulting in a years long delay in bringing dedicated pickleball courts to Wilmette. And we don't need to go into the discriminatory legal notice omissions since you remember all that.
>

> And yes, you are absolutely right that the Village's letter should be in the packet for the December 12 Board meeting so there is no uncertainty about what's going on here. While we're at it, the recent Village letter about pickleball too, since the promise that it would be added to a supplemental packet was never carried out after its previous inadvertent omission as far as I can see. I look forward to seeing this message and the village letters in the December 12 packet.

>

> I'm so grateful for your help and responsiveness as well as your dedication to stopping the mistreatment of West Park's neighbors. Thank goodness you take your responsibilities seriously and don't want to join in anything improper. I look forward to talking further. Thank you.

>

> Patrick



October 28, 2022

Ben Wozney
Wilmette Park District
1200 Wilmette Avenue
Wilmette, IL 60091

Dear Ben,

We at Our Place could not be happier with this year's Race to Our Place! Over 200 people registered to walk and support our organization. Our mission means a lot to our participants, their families, and the staff. We appreciate knowing the larger community values it as well.

Thank you for helping us pull off this successful event. Your efficiency and kindness eased our anxieties and kept things moving along smoothly. We can't wait to work with you again next year!

Warmest regards,



Lisa Flanagan
Executive Director

Supporting adults with developmental disabilities so that they can live meaningful, productive, socially connected lives in their home community.

www.OurPlaceofNewTrier.org • 847-512-4661
Our Place of New Trier Township • 1020 Forest Avenue, Wilmette, Illinois 60091
A 501(c)(3) Non-profit Organization, FEIN number 11-3838696

From: info@wilmetteparkfriends.org
To: [Commissioners](#)
Cc: [Parks and Play](#); [Steve Wilson](#); [Sheila Foy](#); [Kristi Solberg](#); [Drucker, Beth \(GoGreen\)](#); [Calkins, Kathryn \(GoGreen\)](#); [Smoley, Mary \(LWV-W\)](#); [Glennemeier, Karen \(LWV-W GoGreen\)](#)
Subject: [External] Follow Up Re Expenditures on "Parks"
Date: Thursday, December 8, 2022 12:17:18 PM
Attachments: [00_15 ANALYSIS of WPD PARKS - Cover Sheet.pdf](#)

TO: Wilmette Park Commissioners

Dear #First#,

I wanted to follow up regarding the short discussion last night at the Committee of the Whole budget meeting about expenditures for "parks". I was very pleased to see the concern of various of the Commissioners for such information.

If I heard correctly, in 2022 the WPD calculated that it had spent approximately \$1.5 million (sorry, this was not in a handout so this number may be off somewhat) on "maintenance of the parks", as opposed to maintenance of facilities/buildings, etc.

I want to suggest that **such a measure be a regular feature of public annual reports**, if not more frequent reports.

I am concerned, however, that the figure itself doesn't have much meaning. Clearly this figure would be a disgrace if it was for Chicago parks. It would probably be a very nice number for Northfield parks. Clearly there needs to be some additional way to put this figure in a context.

What I would suggest is that this total expense figure be divided by the WPD acreage. I have attached the cover sheet from my earlier analysis of the WPD parks to help in this calculation. If one takes the figure of \$1.5 million and divides it by the figure of 164.57 acres of "green space", that figure comes to **\$9,115/acre of green space**.

The WPD "history" page on the WPD website says that the WPD has over 300 acres of parks and open land, including beaches and the golf course, etc. Using that acreage figure the new figure would be **\$5,000/acre of total acreage**

There needs to be some agreement as to what acreage figure(s) to use. It might be a good idea to show both "green space" and "total acreage" figures, and also in an historical sequence.

It might also be useful to show a breakdown of these numbers, perhaps only by percentage, showing how much was for "materials" such as actual trees and other plantings, and how much was for allocated equipment, and allocated labor, the latter probably being the largest percentage (?)

Presumably these numbers could/should be compared with neighboring park districts and other peer park districts.

I hope the above suggestions are helpful.

Contact:

Wilmette Park Friends
c/o Walter L. Keats

2514 Laurel Ln.
Wilmette, IL 60091
Tel: 847-256-7706
Emails: info@wilmetteparkfriends.org
walter.keats@asia1on1.com

Please note that if you wish to send a response to this email to all the recipients (i.e., "reply all"), please just reply to "info@wilmetteparkfriends.org" with that request and it will be forwarded to everyone on the list. Sorry if this is cumbersome.

From: [Julia Goebel](#)
To: [Michelle Parson](#)
Subject: Fwd: [External] Re: Trees
Date: Monday, December 12, 2022 11:46:55 AM

Hi Michelle:

Please include in today's meeting packet. Thank you.

Julia Goebel

Park Board Commissioner 2019-2023
Wilmette Park District
jgoebel@wilpark.org
<http://www.wilmettepark.org/>

From: piper rothschild <rotwood@comcast.net>
Sent: Monday, December 12, 2022 8:14:16 AM
To: Mike Murdock <mmurdock@wilpark.org>
Cc: Lindsay Anderson <landerson@wilpark.org>; cecilia M. Clarke <ceciliaclarke@comcast.net>; Patrick Duffy <pduffy@wilpark.org>; Allison Frazier <afrazier@wilpark.org>; Julia Goebel <jgoebel@wilpark.org>; Kara Kosloskus <kkosloskus@wilpark.org>; Steve Wilson <swilson@wilpark.org>
Subject: [External] Re: Trees

(Please include this email exchange in the packet for the December 12th Board meeting. Thank you.)

Mike:

Thank you for responding to the email that I sent to Commissioner Anderson on December 2 about her comments on trees at a Committee of the Whole meeting. I had hoped that she would respond.

In your email, you ask residents to be patient regarding trees in our parks. We have been more than patient. It is time for the Board to stop making excuses and to plant more trees. The time for the Board to act is now.

I don't see a genuine Board commitment to trees. \$25,000 for trees is a paltry pittance in a \$35 million budget. That is just 50 trees to be spread over 17 parks. The Board readily finds funds for a myriad of new items, scarcely questioning their need, cost, or return on investment. Some recent examples are: the large portable stage, replacement beach chairs, a drinking fountain 100 steps from an existing fountain, bathrooms at the sailing beach that sailors do not want, and an expanded deck for paddle tennis. Why can't the Board prioritize trees and passive use of our parks, particularly since a broader, larger group of residents use and enjoy our parks this way? The Board should seriously consider adjusting its priorities to better serve these many residents and park users.

Staff is not to blame. As you note, the Board sets the policy and staff implements it. But staff can only work with what the Board gives them, and the Board has not given them sufficient resources to plant and maintain trees. As you know, the maintenance staff has been drastically reduced and is stretched thin. They do not have the time to plant or properly care for trees. Without more staff or more money to hire others, staff cannot plant even the scant number of trees the Board hoped to plant in 2022. How do you expect them to do this in 2023 or future years if the Board fails to provide sufficient resources to get the trees planted and cared for?

Wilmette parks have lost huge numbers of trees in the last few decades. The Board's \$25,000 (for 50 trees) does not come close to replacing this loss, much less add to the existing tree canopy. As you are aware, very few trees have been planted in our parks in recent years. A generation of trees has been lost. As a result, Wilmette cannot take advantage of the significantly larger community benefits that older, more mature trees would have offered had the Park District been planting trees consistently. This must stop. Not only should the Board replace the trees we have lost, but it should also continue to add trees to the existing canopy.

Over and over again, many residents have asked the Board to protect and add more trees and for Wilmette parks to remain natural, not places where the Board can build more. Yet, the Board repeatedly pushes more building and more development. This upsets many residents. They don't understand why the Board wants buildings, amenities, and concrete in our parks. Since 2014, this has happened in Langdon, Gillson, Community Playfield, Thornwood, Hibbard, Langdon again, Gillson again, and West Park. The Board continually disappoints residents with its focus on building and developing and its failure to prioritize trees and natural areas.

Other residents and I have made suggestions, including the following, regarding trees in our parks. GoGreen Wilmette has made some of the same suggestions.

- 1) Establish a robust, substantial tree planting program funded annually using Park District funds. Trees need not be planted individually but can also be planted in groves for greater benefit and to provide habitat. Even our smaller parks, such as Shorewood, have enough land for multiple trees to be planted together.

- 2) Consider an Urban Forest Management Plan to better assess current tree inventory, preserve and protect existing trees, set forth goals and policies for future tree planting and care, and provide funding for existing and new trees. This Plan should include protection and planting of at-risk and keystone species, such as oaks and other native trees. Grants and funding to develop such plans are available through the Chicago Region Tree Initiative.

- 3) Make protection, preserving, and planting of trees a priority and consideration when setting policy and making operational, financial, and annual budget decisions. Treat trees as valuable green infrastructure offering significant, low-cost benefits to the entire community.

- 4) Reinvigorate the memorial and honorary tree program. Residents are eager to plant trees and like this program. It is an easy way to assure more trees are planted beyond what the Board should be funding.

Add nature programming for kids, adults, and families to recreation offerings—classes, camps, and special events. Add events that celebrate trees and parks, such as Oaktober. Other park districts and community groups have found great success and enthusiasm for such programming.

6) Implement a master landscaping plan for Gillson that respects its history and abundant opportunities to improve its natural areas and add majestic trees. This was a primary recommendation of the 2014 Lakefront Commission. The Board has continually stalled this, redirecting its priorities away from resident wishes.

7) Adopt the alternative path proposal for Gillson, which Bike Walk Wilmette supports, and make it even more attractive by lining it on both sides with trees.

I am glad to discuss any of these suggestions with you or staff.

The Board has the opportunity and the obligation to rectify the significant tree loss and neglect that our parks have suffered in recent years. To be sure, the Board can only do so if it is willing to make a serious commitment to protect and plant more trees. \$25,000 is a mere pittance in a budget of \$35 million. And it is an empty promise without sufficient resources to plant and care for trees long-term. Wilmette residents and park users deserve much more.

Piper

On Dec 8, 2022, at 8:04 AM, Mike Murdock <mmurdock@wilpark.org> wrote:

Piper- I heard you expressed some concern about our priorities as reflected in the capital budget.

I can understand how it may appear that we don't sufficiently prioritize preservation and expansion of natural resources, and perhaps we don't, but I think we have made some progress over the past couple of years.

During the meeting, perhaps you heard me request that these capital funds should be spent on trees rather than planting beds, but there was some push back from the staff.

The staff believes that any new tree requires significant care over several years to ensure its survival. I'm not an arborist, so I need to trust the expertise of those who are. But we did earmark capital funds last year (I first proposed this and the rest of the board supported it) and again this year so dollars wouldn't be the hold-up. We also hired additional staff in the parks department, including a new horticulturalist position.

When the staff didn't plan to start tree plantings until the fall, I worked behind the scenes to get some trees in the ground in the spring. Not enough. But something.

My point is not that I did something or Lindsay did something else; it is that this board has a greater commitment to preservation and expansion of natural resources than past boards.

Could we do better? Of course we can and I think we will. We set policy and the staff implements. When we see some reluctance, we often work behind the scenes rather than putting folks on the spot in a public meeting.

If you have specific suggestions, I would like to hear them. We are expecting more detailed information from the staff this year concerning our stewardship of natural resources, so I hope to have something to share with the public sometime in the first quarter. Thanks for your continued advocacy.

Mike

Sent from my iPhone



DIRECTOR'S REPORT

December 2022

2022 TAX LEVY HEARING

Before we convene the Board meeting on Monday evening, we will conduct a public hearing on the tax levy. While a public hearing is not required since the tax increase is not above 5%, it has been the practice of the District to conduct a hearing on the levy nonetheless. While the hearing takes place before the start of the board meeting, the Tax Levy Ordinance and the Reduction Resolution will be considered under New Business during the regular board meeting. The levy must be approved in December so we can file with the County by their deadline in late December. The Reduction Resolution directs the County how to reduce our levy in the event that too much has been levied once the Equalized Assessed Value of all property is established.

PROJECT PARKS AND PLAY

Since the November meeting and prior to the December meeting, four out of five Focus Groups have been conducted and both Open Houses. I will report more fully during the meeting on both of these items as there are both an Open House and a Focus Group tomorrow, December 10, 2022. In addition to these points of contact, I have been setting up attending various local organizations meetings to keep generating engagement in Project Parks and Play. We have recently announced that phase 1 of the public engagement has been extended from Mid-December to January 9th. This means that the project website will remain available as it is today through this time period. In January, the statistically valid survey will be conducted by our consultant. Each household will receive either the survey itself, or a postcard directing them to a website, to take the survey. If a paper survey is received, the household member can still do the survey online. As this is a statistically valid survey, controls are in place to ensure one submission of the survey per household. The survey will be the final portion of the phase 1 engagement and the project will shift into the second phase where the analysis of data and input will generate suggestions from the consultants that we will then seek more input from the public in regard to.

SURPLUS PROPERTY ORDINANCE

As is required by applicable state statutes, when the District is disposing of capital assets, it is required that the Board of Park Commissioners approve the disposal by way of approving what is called a Surplus Property Ordinance. Attached you will find an ordinance for the board's consideration under New Business.

PUBLIC COMMENT POLICY

As a part of a meeting with the Illinois Association of Park Districts (IAPD), the board was advised of best practices in conducting public meetings. As a result of that, I was directed by the Board to work with legal counsel to revise the District's Public Comment Policy to reflect the advice of IAPD. This information is in draft form and requires more edits and will be brought for the Board's consideration at the January meeting.

Attachments

- 1) Tax Levy Ordinance 2022-O-10
- 2) Tax Levy Reduction Resolution 2022-R-2
- 3) Surplus Property Ordinance 2022-O-11
- 4) Parks and Planning Department Report
- 5) Recreation/Facilities Department Report
- 6) General Administration Operations Report
- 7) Human Resources and Risk Management Report

ORDINANCE 2022-O-10

WILMETTE PARK DISTRICT

**AN ORDINANCE PROVIDING FOR THE LEVY AND ASSESSMENT OF TAXES
FOR THE WILMETTE PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE
FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022**

* * *

BE IT ORDAINED by the Board of Park Commissioners of the Wilmette Park District Cook County, Illinois, as follows:

Section 1: That the sum of **\$6,942,362** being composed of (a) the amount of **\$4,206,264** for General Corporate Fund, (b) the amount of **\$360,007** for Recreation Fund, (c) the amount of **\$400,000** for the Social Security Fund, (d) the amount of **\$300,000** for the Illinois Municipal Retirement Fund, (e) the amount of **\$0** for Police Protection Fund, (f) the amount of **\$150,000** for the Liability Insurance Fund, (g) the amount of **\$20,000** for Audit Fund, (h) the amount of **\$422,507** for Special Recreation Fund and (i) the amount of **\$1,083,584** for Bond and Interest Fund, be and the same is hereby levied and assessed on all real property within said District subject to taxation according to the ad valorem value of the said property as the same is assessed and equalized for state and county purposes; that said amount of **\$6,942,362** to defray the necessary expenses for the operation, acquisition, construction, repair, improvement and maintenance of the several park grounds, buildings, and other improvements possessed and under the control of the District, for Recreational programs, for Social Security expenses, for payments to the Illinois Municipal Retirement Fund, for grounds Police Protection, for Liability Insurance purposes and protection, for Auditing expenses, for the Special Recreation programs and to meet payments of interest and principal on Bonded indebtedness of the District, is hereby levied for the anticipated objects and purposes specified against all taxable property within the limits of the Wilmette Park District at full, fair cash value as the same is assessed and equalized for the State and County purposes, for the 2022 tax year.

Section 2: Pursuant to Section 4-4 of the Park District Code (70 ILCS 1205/4-4), neither the Budget and Appropriations Ordinance of the Wilmette Park District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 nor any other budget and appropriation ordinance is intended or required to be in support of the tax levy made in this ordinance.

Section 3: Hereafter set forth under the column entitled "Amount to be Raised by Taxation" is the objects and purposes for which this levy is made and the respective amounts thereof, subject to the respective deductions, if any, for revenues to the Wilmette Park District from sources other than taxation, are hereby set forth and levied as follows:

I.	<u>GENERAL CORPORATE FUND</u>	<u>Amount to be Raised by Taxation</u>
----	--------------------------------------	---

Salaries and Wages	\$ 3,100,268
Employee Benefits	652,367
Contract Services	780,635
Utilities.....	180,781
Supplies	238,705
Repairs.....	<u>112,400</u>

TOTAL GENERAL CORPORATE FUND REQUIREMENTS \$ 5,065,156

LESS: General Corporate Fund revenues other than taxes,
applied pro-rata in reduction of each line item
in the General Corporate Fund (\$ 858,892)

The total GENERAL CORPORATE FUND amount to be
raised by tax levy for the foregoing purposes
(Authority: 70 ILCS 1205/5-1)..... \$ 4,206,264

II. **RECREATION FUND**

Salaries and Wages	\$8,708,714
Employee Benefits	782,956
Contract Services	2,801,926
Utilities.....	874,635
Supplies	1,096,781
Repairs.....	277,061
Other Operating Expenditures (Debt Certificates)	<u>385,767</u>

TOTAL RECREATION FUND REQUIREMENTS \$14,927,840

LESS: Recreation Fund revenues other than taxes, applied
pro-rata in reduction of each line item in the
Recreation Fund (\$ 14,567,833)

The total RECREATION FUND amount to be
raised by tax levy for the foregoing purposes
(Authority: 70 ILCS 1205/5-2)..... \$ 360,007

Amount to be Raised by Taxation

LESS: Social Security Fund revenues other than taxes,
applied pro-rata in reduction of each line item in the
Social Security Fund.....(\$ 420,000)

IV. ILLINOIS MUNICIPAL RETIREMENT FUND

LESS: Illinois Municipal Retirement Fund revenues other than taxes, applied pro-rata in reduction of each line item in the Illinois Municipal Retirement Fund.....(\$ 300,000)

V. POLICE PROTECTION FUND

LESS: Police Protection Fund revenues other than taxes,
applied pro-rata in reduction of each line item in
the Police Protection Fund(\$ 8,000)

The total POLICE PROTECTION FUND amount to be raised by tax levy for the foregoing purposes
(Authority: 70 ILCS 1205/5-9).....\$ 0

VI. **LIABILITY INSURANCE FUND**

Insurance Contributions\$ 299,608
Risk Management Program..... 93,653

TOTAL LIABILITY INSURANCE FUND REQUIREMENTS.....\$393,261

LESS: Liability Insurance Fund revenues other than taxes,
applied pro-rata in reduction of each line item in the
Liability Insurance Fund(\$ 243,261)

The total LIABILITY INSURANCE FUND amount to be
raised by tax levy for the foregoing purposes
(Authority: 745 ILCS 10/9-107).....\$ 150,000

VII. **AUDIT FUND**

Payment of annual audit expense\$ 27,000

LESS: Audit Fund revenues other than taxes, applied pro-rata
in reduction of each line item in the
Audit Fund(\$ 7,000)

The total AUDIT FUND amount to be raised
by tax levy for the foregoing purposes
(Authority: 50 ILCS 310/9).....\$ 20,000

VIII. **SPECIAL RECREATION FUND**

Contribution to Northern Suburban Special Recreation Association for the purpose of
funding the Wilmette Park District's share of expenses for providing recreation programs
for the disabled under joint intergovernmental agreement

.....\$ 522,859
Capital Repair and Improvement Expenses - Accessibility 107,000

TOTAL SPECIAL RECREATION FUND REQUIREMENTS\$629,859

LESS: Special Recreation Fund revenues other than taxes,
applied pro-rata in reduction of each line item in the
Special Recreation Fund(\$ 207,352)

The total SPECIAL RECREATION FUND amount
to be raised by tax levy for the foregoing purposes
(Authority: 70 ILCS 1205/5-8).....\$ 422,507

**Amount to be
Raised by Taxation**

IX. BOND AND INTEREST FUND

Issue of March 17, 2016,
General Obligation Refunding Park Bonds, Series 2016B:
For the payment of Interest and Principal
As per Bond Ordinance 2016-O-3.....\$ 177,282

Issue of September 7, 2016,
General Obligation Refunding Limited Park Bonds, Series 2016D:
For the payment of Interest and Principal
As per Bond Ordinance 2016-O-5..... 382,783

Issue of November 20, 2018,
General Obligation Limited Park Bonds, Series 2018A:
For the payment of Interest and Principal
As per Bond Ordinance 2018-O-6..... 433,419

Issue of March 16, 2022,
General Obligation Limited Park Bonds, Series 2022B:
For the payment of Interest and Principal
As per Bond Ordinance 2022-O-3..... 90,100

The total BONDS AND INTEREST FUND amount to
be raised by tax levy for the foregoing purposes
(Authority: 70 ILCS 1205/6-6).....\$ 1,083,584

SUMMARY OF LEVIES

Amounts to be Raised by Taxation

GENERAL CORPORATE FUND:

Total Requirements - \$ 5,065,156

Less Revenue from sources other than taxation - (\$858,892)..... \$ 4,206,264

RECREATION FUND:

Total Requirements - \$14,927,840

Less Revenue from sources other than taxation - (\$14,567,833)..... 360,007

SOCIAL SECURITY FUND:

Total Requirements - \$820,000

Less Revenue from sources other than taxation - (\$420,000) 400,000

ILLINOIS MUNICIPAL RETIREMENT FUND:

Total Requirements - \$600,000

Less Revenue from sources other than taxation - (\$300,000) 300,000

POLICE PROTECTION FUND

Total Requirements - \$8,000

Less Revenue from sources other than taxation - (\$8,000) 0

LIABILITY INSURANCE FUND

Total Requirements - \$393,261

Less Revenue from sources other than taxation - (\$243,261) 150,000

AUDIT FUND

Total Requirements - \$27,000

Less Revenue from sources other than taxation - (\$7,000) 20,000

SPECIAL RECREATION FUND

Total Requirements - \$629,859

Less Revenue from sources other than taxation - (\$207,352) 422,507

BOND AND INTEREST FUND 1,083,584

TOTAL \$ 6,942,362

Section 3: That the Clerk of Cook County, Illinois be and is hereby directed, as provided by law, to ascertain the rate percent which, upon the total valuation of all property subject to taxation within the District as the same is assessed and equalized for state and county purposes, will produce a net amount as herein legally levied and to extend such tax pursuant to the statutes in such case made and provided.

Section 4: That the Secretary of the District and of the Board of Park Commissioners be and is hereby directed to file a certified copy of this Ordinance with the County Clerk of Cook County, Illinois, accompanied by the Certificate of the Presiding Officer as to the compliance with the Truth in Taxation Law, within the time limited by law, and said County Clerk is directed to extend taxes sufficient to produce the amounts levied herein upon the books of the Collector of the State and County Taxes, as provided by law.

Section 5: This Ordinance shall be in full force and effect immediately upon its passage and approval as required by law.

PASSED: This 12th day of December, 2022
APPROVED: This 12th day of December, 2022
RECORDED: This 12th day of December, 2022

VOTES:

Ayes:

Nays:

Absent:

ATTEST AND FILED:

Stephen P. Wilson
Secretary, Board of Park Commissioners
Wilmette Park District
Cook County, Illinois

Michael H. Murdock
President, Board of Park Commissioners
Wilmette Park District
Cook County, Illinois

(SEAL)

STATE OF ILLINOIS)
COUNTY OF COOK) SS.
)

I, **STEPHEN P. WILSON**, HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Ordinance 2022-O-10

WILMETTE PARK DISTRICT

**AN ORDINANCE PROVIDING FOR THE LEVY AND ASSESSMENT OF TAXES
FOR THE WILMETTE PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE
FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022**

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Wilmette Park District, held at Wilmette, Illinois in said District at 7:30 p.m. on the 12th day of December, 2022.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of Ordinance 2022-O-10 were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that public notice of said meeting was given by posting a copy of the notice at the principal office of the Wilmette Park District and supplying a copy to all news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all the provisions of said Act and said Code and with all the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the said Park District at Wilmette, Illinois this 12th day of December, 2022.

Secretary, Board of Park Commissioners
Wilmette Park District

(SEAL)

TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE

I, Michael H. Murdock, hereby certify that I am the presiding officer of Wilmette Park District, Cook County, Illinois and as such presiding officer I certify that the levy Ordinance 2022-O-10, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85 (2002).

This certificate applies to the 2022 levy.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the Wilmette Park District, Cook County, Illinois this 12th day of December, 2022.

Michael H. Murdock
Presiding Officer and President
Board of Commissioners
Wilmette Park District
Cook County, Illinois

(Seal)

Wilmette Park District RESOLUTION 2022-R-2

A RESOLUTION DIRECTING THE MANNER OF ANY REDUCTION OF THE AGGREGATE EXTENSION OF THE 2022 TAX LEVY OF THE WILMETTE PARK DISTRICT, COOK COUNTY, ILLINOIS IN ORDER TO COMPLY WITH THE PROPERTY TAX EXTENSION LIMITATION LAW

WHEREAS, Section 18-185 of the Property Tax Extension Limitation Law limits the percentage by which the Wilmette Park District may increase the aggregate extension of its property tax levy; and,

WHEREAS, Section 18-185 of the Property Tax Extension Limitation Law also provides that, if the County Clerk must reduce the aggregate extension of a taxing District in order for the District's levy to comply with the Law, then the County Clerk shall proportionally reduce the extension for each fund unless otherwise requested by the taxing District; and,

WHEREAS, contemporaneously with the adoption of Resolution 2022-R-2, the Board of Park Commissioners of the Wilmette Park District has adopted an Ordinance providing for the 2022 Tax Levy of the Park District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of the Wilmette Park District, Cook County, Illinois as follows:

Section 1. The Park Board finds that all of the recitals contained in the preamble to this Resolution are true and correct and does hereby incorporate them into this Resolution by this reference.

Section 2. The Park Board finds and declares it to be in the best interests of the Park District and its residents and the Park Board hereby directs that, in the event that it is necessary to reduce the aggregate extension of the Park District's 2022 tax levy in order for the levy to comply with the Property Tax Extension Limitation Law, the Cook County Clerk shall reduce the Corporate Fund of the Park District in the amount necessary to permit the aggregate extension of the Park District to comply with the Law. The Clerk shall not reduce the extension for the IMRF, Police Protection, Social Security, Audit, Liability Insurance, Recreation, and Special Recreation Funds of the Park District.

Section 3. The Park District's Secretary shall promptly file a certified copy of Resolution 2022-R-2 with the Tax Extension Divisions of the Cook County Clerk.

Section 4. Resolution 2022-R-2 shall be in full force and effect after its adoption as provided by law.

Adopted this 12th day of December, 2022 pursuant to a roll call vote as follows:

VOTES:

Ayes:

Nays:

Absent:

ATTEST AND FILED:

Stephen P. Wilson
Secretary, Board of Park Commissioners
Wilmette Park District
Cook County, Illinois

Michael H. Murdock
President, Board of Park Commissioners
Wilmette Park District
Cook County, Illinois

(SEAL)

STATE OF ILLINOIS)
) SS.
COUNTY OF COOK)

I, **STEPHEN P. WILSON**, HEREBY CERTIFY that the foregoing instrument is a true and correct copy of Resolution 2022-R-2,

WILMETTE PARK DISTRICT

**A RESOLUTION DIRECTING THE MANNER OF ANY REDUCTION OF THE
AGGREGATE EXTENSION OF THE 2022 TAX LEVY OF THE WILMETTE PARK
DISTRICT, COOK COUNTY, ILLINOIS IN ORDER TO COMPLY WITH THE
PROPERTY TAX EXTENSION LIMITATION LAW.**

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Wilmette Park District, held at Wilmette, Illinois in said District at 7:30 p.m. on the 12th day of December, 2022.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of Resolution 2022-R-2 were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that public notice of said meeting was given by posting a copy of the notice at the principal office of the Wilmette Park District and supplying a copy to all news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all the provisions of said Act and said Code and with all the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the said Park District at Wilmette, Illinois this 12th day of December, 2022.

Secretary, Board of Park Commissioners
Wilmette Park District

(SEAL)



Memorandum

Date: December 12th, 2022

To: Board Members

From: Kristi Solberg

cc: Steve Wilson

Re: Surplus Property Ordinance – Fleet items

The Parks and Planning Department is requesting to surplus 2-Little Wonder Leaf Blowers and a Honda ES 6500 generator. Both items have been replaced by Park District staff.





Revised: 12/6/2022 2:56 PM



Memorandum

Date: December 12th, 2022

To: Board of Commissioners

From: Kristi Solberg

Cc: Steve Wilson

Re: December Board Report

Parks and Planning

Community Playfields bathroom-We are at substantial completion but are still waiting on some punch list items to be completed. Since the grass seed was applied in November, the perimeter construction fence will be in place till spring of 2023.





Keay Nature-Substantial completion is estimated for Friday December 9th and a punch list walkthrough is scheduled onsite for Wednesday December 14th.





Parks staff

The crews relocated a soil pile from Mallinckrodt to Howard Park, leveled out sand at Gillson Beach, athletic field work (biosolids, aerating), installed snow fence at Hibbard Park, split rail fence repair and pruned some trees at Shorewood Park.



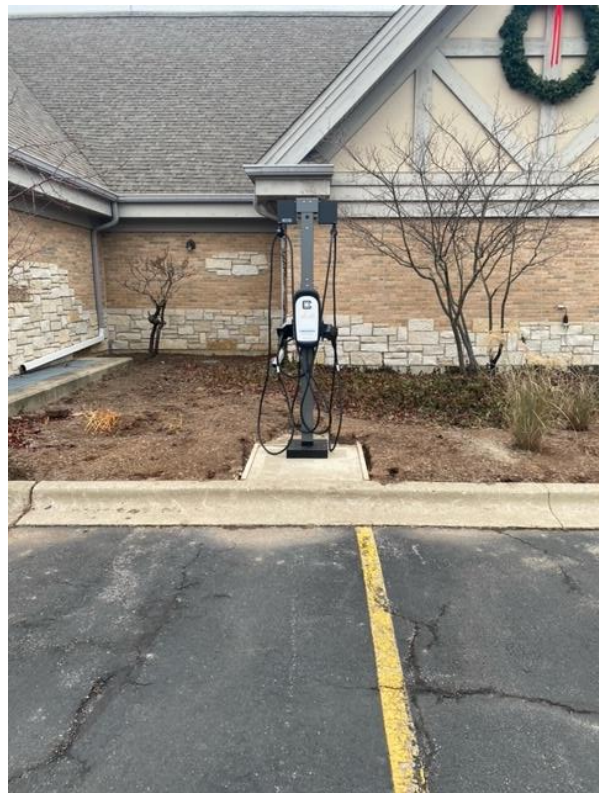


Building staff

Decorated the pavilion at Mallinckrodt for Santa's mailbox.



Installed a car charging station at Wilmette Golf Course on Wednesday November 23rd.



Memorandum



Date: December 9, 2022
To: Steve Wilson, Executive Director
From: Emily Guynn, Superintendent of Recreation
Re: Recreation Department December 2022 Board Report

Community Recreation Center

Recreation Programs:

- School Year 2023-2024 Preschool, Morning CARE, CARE, and Campus Club registration scheduled for January 2023

Beyond the Bell, School Year 2022-2023

Program	Enrollment
CARE – AM	85
CARE – PM	103
Campus Clubs	101
After School Clubs (Fall II)	296
November School Days Off	217

Early Childhood Center:

- New this school year the Preschool Supervisors and teachers are utilizing a new parent communication tool, individual little learner progress report. The progress report is a tool for our staff to track each child's development in key areas and keep families informed and engaged in their child's learning outcomes. The first report went home in November.

Program	Enrollment
Full Day Preschool	66
Morning Preschool Plus	44
Morning Preschool	27

Athletics:

- Youth Basketball Leagues registration is underway; season is from January 14-March 11
- Fall Men's Basketball League concludes on January 22

Program	Enrollment
Youth Basketball	605
Men's Fall Basketball	17 teams
Wilmette Athletics	132

Center for the Arts:

- The Nutcracker performances are December 9-11. Tickets are sold out for all 5 shows.

Program	Enrollment
Willie Wonka Jr Audition	100
Family Art Night	6
Nutcracker Actors & Dancers	138

Special Events:

- Breakfast with Santa will take place on December 10 and 17 at The Lawn. Registration is currently sold out.

Gymnastics:

- Gymnastics Team Competition season kicked off December 2-4, and three of the Wilmette Park District teams placed in the top 3 overall
- Due to demand, Winter Break Camps were expanded to accommodate more participants
- Gymnastics Division continues part-time instructor recruitment; successfully hired two new instructors

Center Fitness Club

- \$60 for 60 Day, Student membership, valid for purchase from November 21-December 25, sales are underway. A total of 25 memberships have been sold to date
- Holiday Hustle started on November 28 with 43 participants enrolled
- 25% off all Personal Training and Group Fitness packages sale from December 15-January 31
- The annual Center Fitness Club member satisfaction survey that drives meaningful improvements in amenities and services is scheduled to be sent at the end of December

Centennial Recreation Complex

Tennis Center:

- Basic Level Winter Registration occurred the first week of December with a pilot allowing priority on line registration for residents already in classes the prior session. In a skill building progressive sport it allows current participants an opportunity to continue onto the next session without disruption
- Staff is devising additional ways to alleviate waitlists by expanding classes and adding sections where possible
- Wilmette Tennis Club court resurfacing project is scheduled to start December 19 and last through winter break.

Centennial Ice Rink:

- Figure Skating Holiday Exhibition is scheduled for December 11
- Centennial Ice hosted both Glenbrook North vs. Glenbrook South on November 23, as well as the annual Loyola Thanksgiving tournament from November 25-27

Centennial Family Aquatic Center:

- Cyber Monday generated early pass sales for the pool and beach at a 10% discount

Platform Tennis:

- Wilmette Paddle and Moonshot Paddle Company jointly hosted a demo event on November 19; 26 players attended and utilized Moonshot paddles for the evening

Mallinckrodt Center

- In November, Mallinckrodt continued to offer weekly group fitness classes, rentals, and programming. Specialty programming included Bingo and Dessert, Walk and Gobble “Turkey Trot”, and Movie Day
- Upcoming December specialty programming includes A Christmas Carol trip at Goodman Theatre and Women of Note Holiday Performance

Lakeview Center / Gillson Park Operations

- Lakefront Special Events are currently in the planning process
 - Polar Plunge March 19, 2023
 - Bunny Brunch: Location TBD pending Lakeview Center Progress
 - 2023/2024 Winter Fest at Gillson Park
 - Wow Swim, North Shore Tri, Beach Bash. (Hero Swim, New for 2023)
- Lakeview Center renovation continues to run smoothly, see pictures below







To: Steve Wilson, Executive Director
From: Sheila Foy, Superintendent of Finance
Date: December 8, 2022
Re: December, 2022 Finance Superintendent Report:
1. District Revenue and Expense Statement Results through October, 2022 (Appendix 1)
2. Capital Expense Results through October, 2022 (Appendix 2)
3. Finance, Customer Service and Technology Department Updates

1. District Revenue and Expense Statement Results through October, 2022 (Appendix 1)

The results of operations through October totaled \$5.7m (down from \$7.26m in September) vs a year end projection of almost \$6.0m resulting in a fund surplus of almost \$6.7m. The projected December fund balance has been re-forecasted from a deficit of \$3.1m to a fund surplus that is a little over \$2.6m as of the completion of the 2023 budget. Almost all of that variance is due to 2022 capital spending that will be deferred to 2023 due mainly to supply chain issues.

2. Capital Expense Results through October, 2022 (Appendix 2, Pages 1 - 4)

2022 Capital spend has been re-forecasted (again) from a little more than \$7m to a little over \$5.2m due (again) to supply chain issues. The capital projects that will not be completed in 2022, have been added to the 2023 budget and we continue to monitor spending (and completions) in detail each month.

3. Finance, Customer Service and Technology Updates

The month of November was the month of 2023 budget. There were three Committee of the Whole meetings where the 2023 budget was discussed in its entirety. The budget was presented to the Board during a Committee of the Whole meeting on December 7th. The 2023 budget will go on display to the public for 30 days and will be voted on by the Board at the regular Board meeting in January 2023. The remainder of the year will be focused on preparing for the 2022 audit.

Customer Service reports that November was a very busy month at the Park District. League Basketball for kids opened up with registration for Residents on the 4th and Non Residents on the 11th. Employee Thanksgiving Dinner held at West Park was on the 11th. Sides were catered by our own "The Lawn" restaurant. I hear the stuffing was to die for! Project Parks and Play was rolled out to facilities for public input. An Open House was held for the public and another one is scheduled in December. The Winter Explore Guide was released on November 22nd online for December enrollment. The Ice Rink held its annual Thanksgiving Hockey Tournament. Santa's Mailbox was available at the Mallinckrodt Gazebo for children to drop off their letter to Santa. This is always a fun event for staff as our employee help Santa answer the letters and then Santa gets them stamped at the North Pole. Nutcracker tickets went on sale for the December performance(s). Announcements of the Ice Skating Holiday Exhibition and Skate with Santa were released. Cyber Monday, November 29th, swim passes went on sale and was a huge hit. The regular priced swim passes along with parking stickers and Dog Beach passes will go on sale in January. It is hard to believe we are approaching yet another year's end and we continue to have so much fun!

Information Technology was very busy in November completing the District's email migration to Office 365 and helping end users reconfigure outlook desktop settings and smartphone app settings. Multi-factor authentication was also implemented for email/office 365. IT also worked with finance to adjust the ACH definition file to accommodate the new banking ACH template (used for monthly customer billing) and upgraded the CPU on a host server that will allow for more CPU's to be added to virtual servers.

Appendix 1



Wilmette Park District
Revenue and Expense Statement
For the Month Ending October 31, 2022

Total District	Through October 31			YTD Variance		Total Year Projection 2022	Total Year Budget 2022
				Actual to Budget			
	Actual 2021	Actual 2022	Budget 2022	\$	%		
Revenue							
Property Taxes	\$7,797,667	\$4,913,035	\$6,794,912	(\$1,881,877)	-27.7%	\$7,017,098	\$6,836,412
Daily Fees	1,741,988	1,952,378	1,877,531	74,846	4.0%	2,029,091	2,034,966
Fee Revenue	8,081,104	9,718,919	9,824,824	(105,905)	-1.1%	10,577,742	11,078,486
Membership Fees	2,575,049	2,655,992	2,689,775	(33,783)	-1.3%	2,725,540	2,818,826
Rental Revenue	1,861,406	1,921,324	2,119,177	(197,853)	-9.3%	2,448,647	2,447,134
Retail Sales	170,273	191,240	191,138	101	0.1%	220,085	215,882
Miscellaneous Revenue	<u>108,531</u>	<u>257,150</u>	<u>165,661</u>	<u>91,490</u>	55.2%	<u>410,858</u>	<u>188,541</u>
Total Revenue	\$22,336,018	\$21,610,037	\$23,663,017	(\$2,052,980)	-8.7%	\$25,429,061	\$25,620,247
Expenses							
Salaries & Wages	\$6,468,036	\$8,285,548	\$8,645,495	(359,947)	-4.2%	\$10,142,718	\$10,316,865
Employee Benefits	1,721,049	2,131,513	2,256,250	(124,737)	-5.5%	2,712,467	2,842,738
Contract Services	2,387,817	3,376,456	3,106,973	269,482	8.7%	4,004,768	3,639,316
Utilities	788,504	624,810	855,730	(230,921)	-27.0%	1,028,275	1,018,694
Supplies	766,244	1,129,061	913,090	215,971	23.7%	1,200,967	1,089,227
Equipment and Repairs	<u>240,587</u>	<u>312,670</u>	<u>300,758</u>	<u>11,912</u>	4.0%	<u>386,775</u>	<u>358,955</u>
Operating Expenses	\$12,372,237	\$15,860,057	\$16,078,297	(\$218,240)	-1.4%	\$19,475,970	\$19,265,794
Operating Surplus (Deficit)	\$9,963,781	\$5,749,980	\$7,584,720	(\$1,834,741)	-24.2%	\$5,953,091	\$6,354,453
Non-Operating Revenue							
Bond Proceeds	\$0	\$3,284,916	\$3,120,000	\$164,916	5.3%	\$3,284,916	\$3,120,000
Capital Reimbursement	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>	<u>0</u>
Total Non-Operating Revenue	\$0	\$3,284,916	\$3,120,000	\$164,916	5.3%	\$3,284,916	\$3,120,000
Non-Operating Expenses							
Capital	1,504,475	2,018,829	6,735,296	(4,716,467)	-70.0%	4,841,126	11,130,773
Capital - Special Recreation	30,571	278,917	233,332	45,585	19.5%	383,524	300,000
Debt Service	71,973	46,806	52,367	(5,561)	-10.6%	1,370,018	1,154,734
Capital Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>0</u>
Overhead Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>0</u>
Total Non-Operating Expenses	\$1,607,019	\$2,344,551	\$7,020,995	(\$4,676,444)	-66.6%	\$6,594,668	\$12,585,507
Net Non-Operating Surplus (Deficit)	(\$1,607,019)	\$940,365	(\$3,900,995)	\$4,841,360	-124.1%	(\$3,309,752)	(\$9,465,507)
Total Expenses	<u>\$13,979,256</u>	<u>\$18,204,609</u>	<u>\$23,099,292</u>	<u>(\$4,894,683)</u>	-21.2%	<u>\$26,070,638</u>	<u>\$31,851,301</u>
Net Surplus (Deficit)	\$8,356,762	\$6,690,345	\$3,683,725	\$3,006,619	81.62%	\$2,643,339	(\$3,111,054)

WILMETTE PARK DISTRICT
2022 CAPITAL EXPENDITURE SUMMARY
THROUGH OCTOBER 31, 2022

Blue	additional spend not yet determined
Pink	project complete but not yet fully paid for
Orange	project cancelled or rescheduled to future year
Green	project complete and fully paid for

Location	Project Name	Project Description	2022 Budget	Unbudgeted Spending	YTD Spending	Projected Spend		Current Update October Reporting
ADMINISTRATION OFFICE	Comprehensive Plan			100,000	24,190	75,810	Administration	
ADMINISTRATION OFFICE	Computer Hardware	Computer hardware (Laptops, Desktops, Servers and etc.)	55,228		26,725	28,503	Administration	
ADMINISTRATION OFFICE	Computer Software	Computer software (MS Office and etc.)	104,795	25,000	57,300	72,495	Administration	
CENTENNIAL AQUATICS	Security Camera	Installation of security cameras		200	200	-	Equipment	
CENTENNIAL ICE	Security Camera	Installation of security cameras		1,000		1,000	Equipment	
CENTENNIAL TENNIS	Court Resurfacing	Resurface all indoor courts	70,000	5,000	3,578	71,422	Routine Maintenance	Targeting December completion
CENTENNIAL TENNIS	Security Camera	Installation of security cameras		1,000		1,000	Equipment	
CENTER FITNESS CLUB	Fitness Equipment Replacement	Ongoing replacement of strength and cardio equipment	35,000	32,000	35,236	31,764	Equipment	Planning is in place for remainig spend in Q4
CENTER FITNESS CLUB	Studio Equipment Replacement	Ongoing replacement of group exercise studio equipment	5,000		4,146	854	Equipment	Planning is in place for remainig spend in Q4
COMMUNITY REC CENTER	Auditorium LED Strip Lights	6 strip lights over theater stage, LED lights	11,000		4,496	6,504	Rec Support	Lights have arrived, targeting Q4 installation
COMMUNITY REC CENTER	Auditorium Light Board	Light Board	7,500			7,500	Recreational	Board has arrived. Targeting Q4 installation
COMMUNITY REC CENTER	Car Charging Station	Electric Car Charging Station at CRC		366	366	-	Rec Support	CRC, Golf and the Village are complete. The Village will reimburse us for their expense. West Park installation will be part of West Park plan
COMMUNITY REC CENTER	Duct work for Trane Units #1 & #2 HVAC Rooftop Unit Replacement Replace McQuay Unit #9 Replace Trane Unit #1, 2 & 11	must be completed when Trane units #1 & #2 are replaced	640,000	130,000	306,471	463,529	Base infrastructure	2 out of 4 units were installed in August. We are waiting for the last 2 to be delivered. We are targeting delivery and installation for the week of Thanksgiving. 3rd unit was installed during the second week of October 15 - 4th unit has not yet arrived. We anticipate sometime soon.
COMMUNITY REC CENTER	Security Camera	Installation of security cameras		1,000		1,000	Equipment	
GILLSON PARK	Gillson Beach Security Cameras	Installation of security cameras		500		500	Equipment	
GILLSON PARK	Lakeview Security Cameras	Installation of security cameras		500		500	Equipment	
GILLSON PARK	Sailboats, Kayaks & Paddle Boards	Replacement of older vessels used on sailing beach	18,000		12,839	5,161	Fleet	Annual scheduled replacement
GILLSON PARK	Sailing Boat Racks	Replace and repair old and damaged sailing racks	10,000	(3,000)	4,160	2,840	Rec Support	The last rack was scheduled for completion in November
HOWARD PARK	Field Lights	The field lights bulbs and ballast are going bad. The bulb price is steadily going up and the ballast are not made any more. 34 fixtures need to be replaced and there is a ComEd rebate of \$500 per fixture after initial investment. Price reflects initial investment.	60,000			60,000	Rec Support	Waiting on the Village for permitting install will be completed the week of November 14th
HOWARD PARK	Parking Lot Pavement	Repaving the parking lot on 17th Street	100,000	(40,000)	169	59,831	Base Infrastructure	On target to spend the majority of capital this year. Waiting on our permits for both this project and the golf driveway
KEAY NATURE CENTER	Pave Pathways	Create (fixing) the accessible path at Keay Park	167,000	53,000	12,581	207,419	Building Improvements	Project is underway
MALLINCKRODT CENTER	Security Cameras	Installation of security cameras		500		500	Equipment	
PARKS DEPARTMENT	Aerial Work Platform	Replacement of Aerial platform	15,000	3,000		18,000	Equipment	Working on ordering
PARKS DEPARTMENT	Dump Trucks (#21 in 2022, #17 in 2027)	Replacement of Truck #17 and Truck #21	48,000	(18,000)		30,000	Fleet	We are hoping to receive the Maverick by year end. Was ordered in June with a quote for 14-16 weeks for delivery.
PARKS DEPARTMENT	Garbage Truck (#26)	Replacement of Garbage Truck	90,000	(33,500)		56,500	Fleet	We are hoping to receive the Explorer by year end. Was ordered mid July with a quote for 14-16 weeks for delivery.
PARKS DEPARTMENT	Landscape Work	Planting plant materials (trees, shrubs etc.) in various parks	25,000		17,526	7,474	Base Infrastructure	\$20k been completed, waiting on invoices \$5k will be spent before the end of the year on trees. next on trees
PARKS DEPARTMENT	Sidewalk Sweepers (Gravely Brooms)	Replacement of sidewalk sweepers	13,000	4,000		17,000	Equipment	Will review purchase in Fall
PARKS DEPARTMENT	Truck replacement (#25)	Electric Van	35,000	22,000		57,000	Fleet	We are hoping to receive the Electric Van by year end. Was ordered end of July and quoted 14-16 weeks for delivery.

WILMETTE PARK DISTRICT
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THROUGH OCTOBER 31, 2022

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Location	Project Name	Project Description	2022 Budget	Unbudgeted Spending	YTD Spending	Projected Spend		Current Update October Reporting
PLATFORM TENNIS	2 additional courts	Build 2 additional courts and deck extension-parking lot	750,000	250,000	55,252	944,748	Public Process	Bids are coming in closer to \$1m
PLATFORM TENNIS	Security Camera	Installation of security cameras		300		300	Equipment	
WILMETTE GOLF CLUB	Bar Expansion	Includes design and buildout	70,000	269,743	156,138	183,605	Recreational	Bid(s) are coming it at higher than project but working on keeping cost of project in total to original bid (\$407k)
WILMETTE GOLF CLUB	Clubhouse Carpet	Wall to wall inside clubhouse	30,000	(743)	27,857	1,400	Aesthetic/Updates	
WILMETTE GOLF CLUB	Clubhouse Improvement Designs	Kitchen, food service, etc.	25,000	22,002	47,002	-	Building Improvements	Projection at 11/15/2022 = \$542,765
WILMETTE GOLF CLUB	Clubhouse Landscaping	Updated landscaping, course /clubhouse aesthetics	20,000		58	19,942	Aesthetic/Updates	
WILMETTE GOLF CLUB	Clubhouse Outdoor Bar Furniture	Create an outdoor space for F&B	60,000		20,998	39,002	Aesthetic/Updates	
WILMETTE GOLF CLUB	Patio Expansion	Includes Patio Furniture	85,000	(84,688)	312	0	Recreational	
WILMETTE GOLF CLUB	Tables and Chairs	Improve restaurant aesthetic	10,000	6,452	16,452	-	Building Improvements	
WILMETTE GOLF CLUB	Restaurant Divider	Includes HVAC upgrading	30,000			30,000	Recreational	
WILMETTE GOLF CLUB	Replace Driveway (House) Sewer Repair	Driveway cracked and in need of repair	22,000	1,100	169	22,931	Base Infrastructure	Waiting on the Village for permitting - may not happen by year end due to weather changing.
WILMETTE GOLF CLUB	Finish Basement of Golf House	Updates to usable living space	15,000		2,847	12,153	Building Improvements	Reviewing project to better estimate pricing for both the egress window and finishing the basement - Egress this year and other plans finishing up for next year
WILMETTE GOLF CLUB	Chemical Pump House Pump	Requires repair	12,000		7,483	4,517	Base Infrastructure	
WILMETTE GOLF CLUB	Drainage Improvements	Materials for subsurface golf course drainage installs	10,000			10,000	Base Infrastructure	On target for Q4
WILMETTE GOLF CLUB	Tree Maintenance	Removal of dead trees and large limbs	10,000			10,000	Aesthetic/Updates	On target for Q4
CENTENNIAL AQUATICS	Deck Furniture Replacement	New chairs for pool	13,000			13,000	Aesthetic/Updates	Delivered in October. Waiting on final billing.
CENTENNIAL AQUATICS	Chlorine Controllers	4 New Chlorine Controllers (\$6600 each)	26,400	3,600	4,011	25,989	Equipment	Received - Final Billing in November
CENTENNIAL AQUATICS	Umbrella Shade Cover	New Skins for Large Shade Structures	30,000	(2,000)	11,117	16,883	Aesthetic/Updates	Received - waiting on final billing
COMMUNITY REC CENTER	Volleyball System - Gymnasium	Replace 21 year old volleyball system in sports gym	9,000			9,000	Recreational	Project complete - waiting on invoice
MALLINCKRODT CENTER	Carpet	The carpet in the hallway and library have runs and holes in them and need to be replaced	10,500	7,500		18,000	Aesthetic/Updates	Project complete - final invoice in November
PARKS DEPARTMENT	Artificial Turf Field	Replacement of artificial turf in-fill material		10,000		10,000	Safety/ADA	Complete - working on the final payout
WILMETTE GOLF CLUB	Sump Pumps	The sump pumps are at the end of their life. When repaired last year it was recommend to replace.	35,000	(10,000)		25,000	Base Infrastructure	Arrived - waiting on final billing
CENTENNIAL AQUATICS	Pool Vacuums	2 New Pool Vacuums (\$6000 each)	12,000	473	12,473	-	Equipment	Complete
CENTENNIAL AQUATICS	PVC Pool Liner	50 Meter Main Pool	150,000	(16,305)	133,695	-	Building Improvements	Complete
CENTENNIAL TENNIS	Ball Machine	Replace Ball Machine		6,125	6,125	-	Equipment	Complete
CENTENNIAL COMPLEX	West backdoor	The west backdoor by the garbage dumpster is rusting and rotting out. Would like to replace it with a new fiberglass one.	8,000	4,686	12,686	-	Base Infrastructure	Complete
COMMUNITY PLAYFIELD	Bathrooms	(Village IGA, \$810k)					Rec Support	Complete
COMMUNITY REC CENTER	Access Control Installation in Early Childhood Area	Install an electronic access control		19,700	19,700	-	Safety/ADA	Complete
COMMUNITY REC CENTER	East Door near Rock Garden	Older Doors in need of replacement		20,938	20,938	-	Base Infrastructure	Complete
COMMUNITY REC CENTER	Gymnastic Doors	The gymnastic doors on the north side of CRC are corroding and there is a giant gap in the door that is a security issue. MOVED TO 2021 FROM 2022		12,985	12,985	-	Base Infrastructure	Complete
COMMUNITY REC CENTER	Pillars	The plaster on the exterior pillars is damaged and needs to be repaired. MOVED TO 2021 FROM 2022		9,250	9,250	-	Aesthetic/Updates	Complete
COMMUNITY REC CENTER	Seal Coat Parking Lot	Seal coating and stripping	25,000	32,115	57,115	-	Base Infrastructure	Complete
COMMUNITY REC CENTER	Gym Awning	The awning by the gym is ripped and has birds nesting in it. MOVED TO 2021 FROM 2022		7,400	7,400	-	Aesthetic/Updates	Complete
GILLSON PARK	Boat Replacements (RIB)	Scheduled replacement of a rigid hull inflatable	18,000	11,009	29,009	-	Fleet	Complete

WILMETTE PARK DISTRICT
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THROUGH OCTOBER 31, 2022

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Location	Project Name	Project Description	2022 Budget	Unbudgeted Spending	YTD Spending	Projected Spend		Current Update October Reporting
GILLSON PARK	Storage Building Fire Alarm	Work finished in Q1 2022		2,000	2,000	-	Safety/ADA	Complete
MALLINCKRODT CENTER	Basement	The basement floods after it rains from seepage. This is for drainage tiles and seal coat.	18,000		18,000	-	Building Improvements	Complete
MALLINCKRODT CENTER	Seal Coat Parking Lot	Seal coating and stripping	10,000	9,391	19,391	-	Base Infrastructure	Complete
MALLINCKRODT CENTER	Water Heater	The water heater in the basement is rusted out and is at the end of its life.	9,000	(4,781)	4,219	-	Base Infrastructure	Complete
MALLINCKRODT CENTER	Grease Trap Replacement	Grease trap in kitchen had cracked seals and needed to be replaced		3,490	3,490	-	Base Infrastructure	Complete
PARKS DEPARTMENT	Backhoe		85,000	15,450	100,450	-	Equipment	Complete
PARKS DEPARTMENT	Battery Powered Zero Turned Motors	Three electric powered machines	85,000	10,665	95,665	-	Equipment	Complete
PARKS DEPARTMENT	Combination Trash/Recycling Containers (Various Parks)	Ongoing standardization of trash/recycling containers	10,000	(270)	9,730	-	Base Infrastructure	Complete
PARKS DEPARTMENT	Concrete Planer	Planer for the Parks Department	10,000	(919)	9,081	-	Equipment	Complete
PARKS DEPARTMENT	Production mower	Replacement of John Deere utility tractor	85,000	(13,400)	71,600	-	Fleet	Complete
PARKS DEPARTMENT	John Deere Standing Mower			5,761	5,761	-	Equipment	Complete
PARKS DEPARTMENT	Stand On Blower			10,437	10,437	-	Equipment	Complete
PARKS DEPARTMENT	Turf Maintenance Equipment						Equipment	Complete
			-	16,455	16,455	-		
PARKS DEPARTMENT	LED Light Upgrades	For various facilities	10,000	642	10,642	-	Equipment	Complete
PARKS DEPARTMENT	Waste Removal System - Gillson			40,014	40,014	-	Equipment	Complete
PARKS DEPARTMENT	Enclosed Trailer	New Trailer for Parks Department	9,000	6,584	15,584	-	Fleet	Complete
PLATFORM TENNIS	Vacancy Sensor			23,251	23,251	-	Public Process	Complete
PLATFORM TENNIS	Gas Line Repair	Gas line under platforms are deteriorated and need repair		19,850	19,850	-		Complete
WILMETTE GOLF CLUB	Golf Cart Path	Cart Path Installation		66,391	66,391	-	Recreational	Complete
WILMETTE GOLF CLUB	Range Netting Pole and Fence Maintenance	Net and Cable Maintenance / High lift work	10,000	11,730	21,730	-	Recreational	Complete
WILMETTE GOLF CLUB	Irrigation Pond Work	Unscheduled repairs/replacement for Irrigation Pond		16,000	16,000	-	Base Infrastructure	Complete
WILMETTE GOLF CLUB	Fire Alarm	Work finished in Q1 2022		-		-	Safety/ADA	Complete
COMMUNITY PLAYFIELD	Tennis Court Resurface/Renovation	2022 - Outdoor tennis court resurface/renovation (Village IGA, \$250k)				-	Rec Support	Board discussion for 2023 IGA spending
HIBBARD PARK	Tennis Court Resurface	2022 Outdoor tennis court resurface (Village IGA, \$70k)				-	Recreational	Board discussion for 2023 IGA spending
THORNWOOD PARK	Tennis Court Color Coating	2022 Resurface outdoor courts (Village IGA, \$300k)				-	Recreational	Already moving forward
CENTENNIAL COMPLEX	Facility Condition Assessment	Assess building components, current and future programming/facility needs, and security	90,000	(90,000)		-	Public Process	Will be rolled into Comprehensive Plan project
CENTENNIAL ICE	Roof Replacement (partial)	Partial replacement and repairs for the roof	150,000	(120,000)	4,100	25,901	Base Infrastructure	Based on input from roofing company, this may require more funding. Moving to 2023.
COMMUNITY REC CENTER	Facility Condition Assessment	Assess building components, current/future programming/facility needs, and security	90,000	(90,000)		-	Public Process	Will be rolled into Comprehensive Plan project
COMMUNITY REC CENTER	Concrete Soffits	Repair the concrete soffits that are falling apart at the CRC. They are a safety hazard because of falling concrete around the building.		30,432	30,432	-	Safety/ADA	2022 portion of project is complete. The remainder will be scheduled to be completed in 2023.
GILLSON PARK	Lakeview Design Implementation	Implement Design Plan	1,700,000	(897,939)	2,061	-	Public Process	Most of the spending will be in 2023 (project is due to finish in Q1, 2023)
GILLSON PARK	Lakeview Design Planning	Full Building Design Plan		144,125	81,032	63,093	Public Process	Most of the spending will be in 2023 (project is due to finish in Q1, 2023)

WILMETTE PARK DISTRICT
2022 CAPITAL EXPENDITURE SUMMARY
THROUGH OCTOBER 31, 2022

Blue	additional spend not yet determined
Pink	project complete but not yet fully paid for
Orange	project cancelled or rescheduled to future year
Green	project complete and fully paid for

Location	Project Name	Project Description	2022 Budget	Unbudgeted Spending	YTD Spending	Projected Spend		Current Update October Reporting
COMMUNITY REC CENTER	Gymnastics Equipment	Updating and Replacing Equipment	25,000	(25,000)		-	Equipment	Rescheduling project
GILLSON PARK	Lakefront Infrastructure Design Work	Comprehensive Plan Development		-		-	Recreational	Rescheduling project
GILLSON PARK	Lakefront Infrastructure Implementation	Related to sewers, curbs and others	2,000,000	(2,000,000)		-	Base Infrastructure	Rescheduling project
GILLSON PARK	Replace Dog Beach Fence	Refencing of the dog beach including gate replacement	50,000	(50,000)		-	Recreational	Rescheduling project
LANGDON PARK	Shoreline Protection - Langdon	Material and Installation	1,800,000	(1,700,000)	72,269	27,731	Public Process	Waiting on permit from Village. Estimated spending in 2022 will be \$100k. We need an MWRD permit too.
PARKS DEPARTMENT	Outdoor Ice Rink	Location TBD	135,000	(135,000)		-	Recreational	Rescheduling project
PARKS DEPARTMENT	Playground Replacement	Replacement of Tot Lot at West park	375,000	(350,000)		25,000	Public Process	We have spent some money but this project will move to 2023
PARKS DEPARTMENT	Dog Park Fencing	Install dog park fencing on ComEd leased property	49,350	(49,350)		-	Recreational	Move project to 2023
PARKS DEPARTMENT	Aerator	2 added in 2022	10,000	(10,000)		-	Equipment	Move project to 2023
PLATFORM TENNIS	Furniture Replacement	Paddle hut furniture replacement	10,000	(10,000)		-	Aesthetic/Updates	Rescheduling project
WILMETTE GOLF CLUB	Driving Range Upgrade	Rebuild Driving Range	1,200,000	(1,200,000)		-	Recreational	Rescheduling project
WILMETTE GOLF CLUB	Range Tractor	Driving Range Ball Picker	10,000	(10,000)		-	Fleet	Rescheduling project
WILMETTE GOLF CLUB	Golf Course Fountains or Water Features	Water aeration system/better water quality/course aesthetics	30,000	(30,000)		-	Aesthetic/Updates	Rescheduling project
CENTENNIAL COMPLEX	Concession Equipment	New equipment for concessions (additional fryer)	20,000	(20,000)		-	Building Improvements	Cancelled (and reclassing that amount out of this project)
PARKS DEPARTMENT	Pickle Ball Courts	West Park Campus - 8 courts with lights	850,000	(781,862)	68,138	-	Public Process	Cancelled project
TOTALS			11,130,773	(6,289,646)	2,018,829	2,822,298		

MAPLE PARK **	Playground Renovation (2015)	Scheduled replacement and ADA Update		283,524	233,524	50,000	Safety/ADA	Waiting on final Billing
PARKS DEPARTMENT**	ADA Accessibility (5.8 Levy)	ADA improvements	300,000	(200,000)	45,393	54,607	Safety/ADA	Projected 2022 spending is \$100k
TOTALS (Maple Park detail is above)			300,000	83,524	278,917	104,607		

Total Capital Spending for 2022	11,430,773	(6,206,123)	2,297,746	2,926,905
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Remaining Projected 2022 Capital spend

Total Cancelled/Rescheduled Projects	(8,594,350)
Total (net) Unplanned/Increased Spending	2,388,227
	(6,206,123)

5,224,650	Total Projected 2022 Capital Spend
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Memorandum

Date: December 9, 2022

To: Steve Wilson, Executive Director

From: Liz Cox, Superintendent of Human Resources and Risk Management

Re: Human Resources Risk Management Department Board Report

Our agency recently completed Open Enrollment for health benefits on December 2, 2022. Of our 82 eligible employees, 62 enrolled for 2023 health benefits while 20 declined coverage. 17 employees selected the HMO Rx1 option while 45 selected the PPO \$3,500 Deductible/\$3,250 HRA Rx option.

We are in the final phase of our Compensation Study for 2022-2023 with a completion deadline of January 10, 2023. Salary surveys were distributed on Monday, December 5th, 2022 to all the comparable agencies. The chart below includes each of the agencies we are collecting data from to determine salary ranges and market adjustments for 2023.

Buffalo Grove Park District
Deerfield Park District
Elk Grove Park District
Glen Ellyn Park District
Glenview Park District
Gurnee Park District
Park District of Highland Park
Hoffman Estates Park District
Lombard Park District
Mt. Prospect Park District
Northbrook Park District
Skokie Park District
Vernon Hills Park District
Wheeling Park District
Winnetka Park District