



**Wilmette Park District
Regular Meeting
Board of Park Commissioners**
Monday, June 14, 2021
7:30 pm – Village Hall Chambers Council

AGENDA

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

2.0 CONSENT AGENDA

- 2.1 APPROVAL OF MINUTES FROM THE ANNUAL BOARD MEETING HELD ON MAY 10, 2021
- 2.2 APPROVAL OF MINUTES FROM THE REGULAR BOARD MEETING HELD ON JUNE 14, 2021
- 2.3 APPROVAL OF JUNE 2021 VOUCHER LIST

3.0 COMMUNICATIONS AND CORRESPONDENCE

4.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

8.0 STANDING COMMITTEE REPORTS

- 8.1 LAKEFRONT COMMITTEE REPORT
- 8.2 GOLF OPERATIONS COMMITTEE REPORT
- 8.3 PARKS AND RECREATION COMMITTEE REPORT
- 8.4 CENTENNIAL COMMITTEE REPORT
- 8.5 FINANCIAL PLANNING & POLICY REPORT
- 8.6 REAL ESTATE COMMITTEE REPORT
- 8.7 INTERGOVERNMENTAL COOPERATION COMMITTEE REPORT

9.0 EXECUTIVE DIRECTOR'S REPORT

10.0 UNFINISHED BUSINESS

- 10.1 COMMITTEE GOALS
- 10.2 COMMITTEE SCOPE/AREAS OF RESPONSIBILITY

11.0 NEW BUSINESS

- 11.1 POTENTIAL COMMISSIONER VACANCY

12.0 ADJOURN TO CLOSED SESSION

DISCUSSION OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL OF THE DISTRICT, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE OF THE DISTRICT OR AGAINST LEGAL COUNSEL TO DETERMINE ITS VALIDITY, AND TO DISCUSS THE MINUTES OF MEETINGS LAWFULLY CLOSED, WHETHER FOR THE PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES, IN ACCORDANCE WITH SECTIONS 2(C)1 AND 2(C)21 OF THE OPEN MEETINGS ACT AND DISCUSSION OF THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DISTRICT OR WHETHER A PARTICULAR PARCEL SHOULD BE ACQUIRED, IN ACCORDANCE WITH SECTION 2(C)(5) OF THE OPEN MEETINGS ACT

13.0 RECONVENE REGULAR BOARD MEETING

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

14.0 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 July & August 2021

DATE	TIME	EVENT	LOCATION
July 8	6-8 p.m.	Community Open House re Gillson Comprehensive Plan	Lakeview
July 8	6 p.m.	Ice Cream Social	Vattmann Park
July 8	7:30 p.m.	SoS: Dancing Queens	Wallace Bowl
July 13	11:30 a.m.	Storybook Theatre Circle	CRC
July 15	2 p.m.	Free Medicare Workshop	Mallinckrodt
July 17	9 a.m.	Babysitting Training	CRC
July 18	8 a.m.	Recycled Boat Race	Lakeview
July 18	4 p.m.	Sos: Flat Cats	Mallinckrodt Park
July 21	7 p.m.	Self-Defense	CRC
July 23	6:30 p.m.	Family Art Night	CRC
July 24	8 a.m.	Community Beach Cleanup	Gillson Beach
July 25	8 a.m.	SUP'n Brunch	Lakeview
July 27	11:30 a.m.	Storybook Theatre Circle	CRC
July 28	12:30 p.m.	SoS: Scribble Monster	Mallinckrodt Park
July 29	1 p.m.	Summer Scoops & Tunes	Mallinckrodt Park
July 29	6:45 p.m.	Magic Class	CRC
August 4	12:30 p.m.	SoS: Miss Jamie's Farm	Mallinckrodt Park
August 8	9 a.m.	CPR, First Aid, AED Training	CRC
August 8	8 a.m.	SUP'n Brunch	Lakeview
August 10	6 p.m.	S'mores, Swimming & Stories	Gillson Beach
August 14	9 a.m.	Babysitting Training	CRC
August 22	4 p.m.	SoS: Rosie & the Rivets	Mallinckrodt Park
August 26	4 p.m.	Fall Planter Potting Party	Mallinckrodt
August 30	2 p.m.	Free Medicare Workshop	Mallinckrodt



WILMETTE PARK DISTRICT
Annual Board Meeting
Meeting Minutes
Monday, May 10, 2021
Village Hall Council Chambers

Present

Commissioners: President Mike Murdock, Vice President Julia Goebel, Cecilia Clarke, Patrick Duffy, Allison Frazier, Kara Kosloskus and Todd Shissler

Secretary/Executive Director: Steve Wilson

Staff: Catherine Serbin

Visitors:

Attendees Absent

None

I. Administration of the Oath of Office

Director Wilson administered the Oath of Office to Patrick Duffy, Allison Frazier and Kara Kosloskus, the newly elected Board of Commissioners.

II. Annual Meeting Called to Order

The Annual Meeting was called to order at 7:45 p.m.

A. Roll Call Taken

III. Election of Officers

Park Board Secretary Wilson entertained nominations for the Office of President.

A. Commissioner Clarke nominated Commissioner Julia Goebel for the Office of President. Commissioner Frazier seconded.

Secretary Wilson then asked if there any other nominations for the Office of President.

Commissioner Shissler nominated Commissioner Mike Murdock for the Office of President. Commissioner Duffy seconded.

The first motion was for Julia Goebel for the Office of President. Before a roll call vote was taken, Commissioner Clarke addressed the Board. She stated that traditionally, the Vice President moves into the Office of the Presidency. She expressed disappointment that this year does not follow precedence.

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

Next motion for Mike Murdock for the Office of President.

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

- B. Commissioner Murdock took over the role as President before he entertained nominations for the Office of the Vice President, stated that this Board is historic in the sense that there is not a single person sitting on the Board today who was a commissioner two years ago. He acknowledged that there has been 100% turnover in that time. He believes that because of the turnover, it has been challenging. He looks forward to this new Board moving forward as a group, to acknowledge that this is at this point a divided Board and that he personally looks at this as a challenge to bring this group together. He advised that will be one of his top commitments over the course of this coming year. In the spirit of unity, President Murdock nominated Commissioner Goebel for the Office of Vice President.

There being no further nominations, President Murdock moved and Commissioner Shissler seconded a motion that the nominations be closed and that Commissioner Goebel be unanimously elected to the Office of Vice President. **Motion carried.**

Commissioner Goebel thanked Commissioner Murdock for his nomination. She also thanked Commissioner Clarke and Commissioner Frazier for their nomination as well. She stated she looks forward to working with President Murdock.

IV. Appointment of Officers and Directors

President Murdock moved and Commissioner Duffy seconded a motion to approve the appointment of Steve Wilson for the Office of Secretary, Catherine Serbin as Assistant Secretary and Sheila Foy as Treasurer.

By a voice vote, the nominations were unanimously approved; **motion carried.**

V. Appointment of Park District Attorney

President Murdock moved and Commissioner Duffy seconded a motion to approve the appointment of Tressler, LLP as the Wilmette Park District's legal counsel.

By a voice vote, the nominations were unanimously approved; **motion carried.**

VI. Adjournment

There being no further business to conduct, Commissioner Duffy moved and Commissioner Frazier seconded a motion to adjourn.

By a voice vote, the nominations were unanimously approved; **motion carried.**

The Annual Board meeting was adjourned at 8:00 p.m.

Minutes Approved on: TBD

Respectfully Submitted,

Catherine Serbin

Catherine Serbin
Executive Administrative Assistant

Unofficial



WILMETTE PARK DISTRICT Regular Board Meeting Meeting Minutes

June 14, 2021

7:30 p.m. – Village Hall Council Chambers

PRESENT

Commissioners: President Michael Murdock, Vice President Julia Goebel, Patrick Duffy, Allison Frazier, Kara Kosloskus, Cecilia Clarke and Todd Shissler

Secretary/Executive Director: Steve Wilson

Staff: Catherine Serbin

ABSENT

None

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

The meeting was called to order at 7:33 p.m.

A. Roll Call Taken

President Murdock acknowledged the change in this month's agenda format. He noted the addition of a Consent Agenda that is commonly used by the Village and other units of government. He explained that any Commissioner can pull an item off of the Consent Agenda for further discussion prior to a vote.

President Murdock further explained that this Board, specifically the Financial Planning and Policy Committee, will be conducting a deeper dive into the Board's organization and structure so that the Board's practices align with the Board's organization documents. He advised that the Park District's attorney was present to weigh in as well.

President Murdock also noted the reintroduction of the Centennial Committee. He stated the Centennial Committee is a part of the Board's organizational documents but has not met for a number of years and that it will now be brought back. With the addition of another Committee and the additional workload, President Murdock suggested a structure in which the President would be a Committee member. He explained that in the Board's Organization Documents, the President is an ex-officio member of all Committees who is free to both speak and vote but that historically, this has not been the Board's practice.

2.0 CONSENT AGENDA

- 2.1 MEETING SCHEDULE FOR THE REMAINDER OF 2021**
- 2.2 COMMITTEE STRUCTURE AND RESPONSIBILITIES**
- 2.3 APPROVAL OF MINUTES FROM THE COMMITTEE-OF-THE-WHOLE BOARD MEETING HELD ON MAY 3, 2021**
- 2.4 APPROVAL OF MINUTES FROM THE REGULAR BOARD MEETING HELD ON MAY 10, 2021**
- 2.5 APPROVAL OF MINUTES FROM THE ANNUAL BOARD MEETING HELD ON MAY 10, 2021**
- 2.6 APPROVAL OF APRIL 2021 VOUCHER LIST**
- 2.7 APPROVAL OF MAY 2021 VOUCHER LIST**

Items 2.1-2.5 were removed from the Consent Agenda by Commissioner Goebel for further discussion.

Commissioner Duffy moved and Commissioner Shissler seconded a motion to approve the Consent Agenda of the June 14, 2021 Regular Board Meeting as modified, a copy of which is to be attached to and become a part of the minutes of this meeting.

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

The Meeting Schedule for the remainder of 2021 was deferred to the Financial Planning and Policy Committee. The Park Board attorney, Andrew Paine, advised that the Open Meetings Act requires the Board to adopt an annual meeting schedule, which is currently the 2nd Monday of the month at 7:30 p.m. This is also included in the Board's Operation Manual. If the Board would like to change the regular meeting date, the Board's Operation Manual must also be modified. Mr. Paine further advised that if one or two Board meetings need to be changed to accommodate the Board, the Board can reschedule and notice those as they would special meetings. It was agreed that the Commissioners would communicate outside of tonight's Board meeting about dates and any scheduling conflicts they may have in the future to develop a plan to move forward. Mr. Paine confirmed that communication in regards to scheduling would not be in violation of the Open Meetings Act.

Discussion ensued regarding Committee Structure and Responsibilities. President Murdock reiterated the need for a Centennial Committee due to the large workload associated with the Parks and Recreation Committee. Commissioner Clarke noted that the Centennial Committee also includes West Park operations and expressed concerns over the fact the Committee met earlier that day without any public input or Board recommendation. She also noted that the Committee was also being referred to as the Facilities Committee – which is not included in the Operation Manual. Mr. Paine advised that there is a Centennial Operations Committee specified in the Operations Manual as well as several other Committees referenced by name. The Board also reserves the right to create other Committees at an ad hoc basis, which is how the Lakefront Committee came to exist. The

Operating Manual allows the Board the flexibility to add new Committees at the recommendation of the Board President and the advice and consent of the full Board so it would be possible to create a Facilities Committee if that is what the majority of the Board felt appropriate. Commissioner Murdock asked for confirmation that the President proposes the structure which is then ratified by the Board. Mr. Paine answered affirmatively. Commissioner Murdock then agreed with Commissioner Clarke in that the Centennial Committee should have met at a different time after the full Board meeting had taken place.

Commissioner Goebel pointed out that the Real Estate Committee now consists of four members and that this Committee has not met in several years. President Murdock explained that the Real Estate Committee does not specify the number of required members and that he is suggesting four members to even out the assignments across the seven Board members. Commissioner Goebel also noted that historically, the President has not sat on any Committee and now is. President Murdock replied that his intent was to extend the work load across the Commissioners. Commissioner Clarke also noted that President Murdock is the Chair of the newly reformed Centennial Committee but that the bylaws are silent as to that. Commissioner Goebel replied that the bylaws are vague. Mr. Paine agreed that they do not make sense with the way the Park District currently operates. He then clarified that as it stands now, the President is an ex officio member of all Committees. Under Robert's Rules, that means he can attend. He is not obligated to attend. He doesn't count towards a quorum but he speak and vote. However, if the President shows up to a Committee meeting and votes, the Committee potentially faces a deadlock vote which is not an efficient way to do business considering the point of a Committee is to make recommendations to the Board.

After extensive discussion regarding the proposed Committee Structure, it was agreed that the Financial Planning and Policy Committee would review the bylaws to better reflect how the Board currently operates and to make business more efficient.

Commissioner Duffy moved and Commissioner Shissler seconded a motion to approve the Committee Structure.

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

There was subsequent discussion as to the approval of minutes from the Committee-of-the-Whole Board meeting held on May 3, 2021. Commissioner Goebel stated she felt it was worth discussing and asking for comments, as the Board had done in the past as a practice matter. She noted that this particular set of minutes was about the Lakota Tinucci plan with respect to some of the concepts that were presented.

Commissioner Shissler moved and Commissioner Duffy seconded a motion to approve the minutes from the Committee-of-the-Whole Board meeting held on May 3, 2021. Corrections had already been made prior to the Board meeting to reflect the correct spelling of the “Ouilmette Foundation” and a slight clarification as to how the proposals had been described. Commissioner Goebel added that a request was made to incorporate the feedback of the residents from prior focus groups in these minutes. Director Wilson asked if the Board would like to amend the minutes as presented or document that fact in the minutes of this meeting. Commissioner Goebel replied as long as long as the record reflected that five stakeholder meetings were held and that public input was received, she did not feel the minutes needed to be revised.

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

Commissioner Kosloskus moved and Commissioner Frazier seconded a motion to approve the minutes from the Regular Board meeting held on May 10, 2021.

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

Commissioner Frazier moved and Commissioner Shissler seconded a motion to approve the minutes from the Annual Board meeting held on May 10, 2021. President Murdock noted that he had asked for a change to the minutes as they had previously quoted him as saying this will be a divided board and that is not what he had said. He clarified that he had said that at that point, this was a divided board. Commissioner Goebel noted that the meeting minutes should be simplified and that she would like the minutes changed to strike any mention of a divided Board. A further discussion ensued regarding the specifics of the meeting minutes in question. Mr. Paine advised the Board also reserves the right to defer approval of the minutes until the next Board meeting.

Commissioner Clarke moved and Commissioner Duffy seconded a motion to defer the approval of the minutes from the Annual Board meeting held on May 10, 2021.

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

3.0 COMMUNICATIONS AND CORRESPONDENCE

President Murdock acknowledged several different pieces of correspondence in the packet.

Commissioner Kosloskus noted that she had received an e-mail later in the day requesting they look into extending the hours of the main pool in the interest of older children.

Commissioner Clarke mentioned an e-mail from Cathy Hargrave related to the Community Playfield Fitness Path.

4.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

President Murdock asked the public to refrain from commenting on the Gillson Master Plan until after the consultants had given their presentation.

President Murdock then facilitated public comment. The Attendance Sheet will become part of the permanent record.

Walter Keats – Appreciates the idea that the Board wants to have their policies and procedures match. He suggested the Board update the Park District website with descriptions of each Committee so the public has a better understanding. He stated concerns about a four person Committee or the President sitting on a Committee potentially violating the Open Meetings Act.

Catherine Karnes – Requested the Board extend the main pool hours. She was disappointed because the activities pool was only open for camps during her visit.

Piper Rothschild – She stated she was against the Lakeview Center renovation as she feels it will not benefit Wilmette residents. With the renovation, there would be more events and more people in the park which would cause stress on the neighbors.

Thomas Scanlan – Provided the Board some history relating to the 2013-14 Langdon Beach House proposal. He stated residents were strongly against the Langdon Beach House proposal, which is why it did not pass. He advised the Board to listen to their constituents and to also note the changing lake levels.

Mary Shea – Provided the Board a copy of the 2015 aQity community survey, which was conducted by the Park District to gather input on Gillson Park. She reminded the Board that in the survey, renovation of Lakeview Center was not a main priority of the residents. She stated her opposition to the renovation of Lakeview Center and any additional parking and added that it was not a wise use of taxpayers' dollars. She wants more studies conducted for the Board to utilize prior to approving any proposed plans at Gillson.

Beth Beaucher – Stated that she felt the Board is not listening to residents. She added that many residents feel the Park District believes Gillson Park is their property and not the taxpayers' property. She reminded the Board that Wilmette residents should be their top priority.

Mary Lawler – Referring to the Gillson Plan Process, she expressed concerns over a lack of community engagement. She suggested the Board update the Park District website regarding the Gillson Comprehensive Plan to keep residents informed. She advised it hasn't been updated since February. She would like the Board to slow down their process and improve community outreach. She stated that School District 39 is providing a remote engagement process and that it is much easier to understand and utilize than anything the Park Board has provided.

Isaac Gaetz – He stated there is an interest in the community to provide a disc golf course. He would like this assigned to a Committee. He also requested that staff be directed to work with him so that together they can create proposals to provide to the Board. He asked that the Board replicate the Village's processes so that residents feel they are being heard. He also asked that Monday night men's pickup basketball be brought back. Commissioner Murdock advised Mr. Gaetz that the Parks and Recreation Committee will be tasked this moving forward.

5.0 BUSINESS THORNWOOD PARK STORM WATER PRESENTATION – VILLAGE ENGINEERS

Village of Wilmette Engineer, Brigitte Berger, started her presentation by advising the Board that the Village is at the 65% mark in plan development for Thornwood Park. Changes can still be made but they are quickly approaching the final set of plans. She stated she hopes by the end of their presentation, the Park District will be in agreement that the Village is headed in the right direction. She thanked Director Wilson and Superintendent Solberg for their help on the largest capital project in Wilmette's history.

Darren Olson, a consultant with Christopher B. Burke Engineering, took over the remainder of the presentation with a focus on the planning and development of phase 3, Thornwood Park. He advised once this project is completed, 98% of structures on the west side that are currently vulnerable to flooding will be protected.

There was subsequent discussion regarding technical terms and the definition of a "10-year rain event". Mr. Olson then showed a video depicting construction progress made at Hibbard Park as an example of what construction would occur at Thornwood. Commissioner Murdock stated that an increase in the size of the vaults from the original plan saved the taxpayers money, improved protection and was a great example of cooperation between the two units of government.

Mr. Olson provided a brief recap of phase 1 which was Community Playfield and an update as to the current status of phase 2, Hibbard Park. There was a brief discussion as to the benefits of seed versus sod. Mr. Olson advised that seed is a better long-term solution for parks.

Mr. Olson provided a list of tasks and their different completion dates for the Board to review. There was technical discussion regarding how much water the storage vaults can contain as well as how they are designed and constructed. Mr. Olson assured the Board that the Village is doing their best to preserve trees during this

construction and that only one mature tree from Thornwood will be removed. Other topics discussed include infrastructure grading improvements, underdrains, new seeding, baseball enhancements, water source for the outdoor ice rink and irrigation. Mr. Olson also discussed construction access points. He advised that the Village is in cooperation with the police department and School District 39 to minimize impact to residents during construction. Construction would only occur during specific hours and the streets on which trucking would occur are slated to be repaved after construction.

In-depth conversation followed in regards to landscaping around the pump station. Commissioner Goebel commended the consultants on incorporating resident feedback and minimizing the pump station presence within the park.

Slides were also presented containing financial information related to the project budget.

President Murdock thanked Mr. Olson and Mrs. Berger for their time and asked if anyone from the public would like to comment.

Alan Golden – Stated he lives adjacent to Community Playfield. He complimented Mrs. Berger for her communication skills and asked that the Park District follow her model to include weekly e-mail updates. He stated he was happy that the Board is considering hiding pump structures within the park because the pump station at Community Playfield is an eyesore. He asked the Board landscape around that pump structure as well.

6.0 PRESENTATION OF AUDITED FINANCIAL STATEMENTS – INDEPENDENT AUDITOR

Courtney Clement, Auditor at Lauterbach & Amen, started the presentation by thanking Sheila Foy and her staff for their hard work preparing for the audit outside of the scope of their regular job duties. She focused on three major sections in the audit report – the Introductory Section, the Financial Section and the Statistical Section. The Introductory Section begins with a transmittal letter – this is financial information and initiatives written by the Finance department themselves talking about the future of the Park District and things of that nature. She congratulated the Park District in receiving the Certificate of Achievement for Excellence in Financial Reporting given by the Government Finance Officers Association. She added that her firm will work closely with the Park District to apply for this award for the 2020 fiscal year as well. Regarding the Financial Section, Ms. Clement advised that her firm gave the Park District an unmodified opinion, also known as a clean opinion. It is the highest opinion they can give. It states that the financial statements present fairly in all material respects. Ms. Clement also pointed out the Management’s Discussion and Analysis Section of the report which is financial information in nonfinancial terms and it summarizes about 100 pages of the report.

She touched on a few financial highlights, as follows:

- The District’s net position increased by \$1,860,217 resulting in a net position of \$69,801,163 for the year ending December 31st, 2020

- Overall fund balances in the general and debt services funds did go down, but remaining major governmental funds did increase for the fiscal year.

She referenced the notes to the Financial Statements on page 35 of the report which can be helpful if one were to have any questions while reviewing the Financial Statements.

She also noted the budget to actuals on page 71 of the report.

Ms. Clement then briefly touched upon the Statistical Section of the report. She advised that it is ten year trends and unaudited but that it is a requirement of the Certificate of Achievement through the GFOA. It explains largest employers in the Village and things of that nature.

In regards to the Management Letter, there was one prior recommendation that the auditors did have to repeat related to funds over budget. The debt service in the police fund did go over budget but did not go over appropriations. She advised this is something to keep in mind moving into the upcoming fiscal year. Ms. Clement than stated she was willing to answer any questions.

Subsequent technical discussion followed regarding the Park District financials such as the value of real assets in relation to the Park District's net position, appraisal of real estate, NSSRA funding, employee pensions, pension assets, pension funding.

President Murdock commended the staff on navigating through a tremendous amount of unknowns and praised their efforts.

7.0 GILLSON COMPREHENSIVE PLAN PRESENTATION – DESIGN CONSULTANTS

Scott Freres with the Lakota Group began the presentation by introducing himself and his colleagues, Andy Tinucci and Thomas Rychlik.

Mr. Freres advised that this master plan process is focused on stewarding and maintaining a quality of place within the means of the Park District and the community. He stated that engagement with the community does not end. While there may be different phases, there is dialogue moving throughout all of those different phases. The ultimate goal is an actual plan that the Board can move forward with. When the process first began in fall of 2020, a connection to the Board and the community was lost due to the remoteness associated with the pandemic. Mr. Freres expressed difficulties hosting an open house in a virtual world. He stated that his team is committed to reengaging with the community, the Board and delivering an effective result for a master plan that has a ten year active life. This plan will address the needs of landscape, open space, traffic circulation, multimodal access to the park, safety and the natural environment. Mr. Freres then turned the presentation over to Mr. Tinucci.

Mr. Tinucci advised the Board that the way to move forward is to agree on a on a

set of principles by which we can have a conversation around. He gave the example of Gillson Park being a safe place as something we can all agree on. If we don't agree, we should have that conversation because if we can't grow this list in an effective way, then we can't as a community effectively steward the park. He provided a list of criteria that his firm has created while envisioning a master plan. Some of this criteria involves a planting plan, sustainability, accessibility, infrastructure, durability and fiscal responsibility. He stated that this criteria is not about aesthetics or personal ambitions but fundamental elements that need to be discussed with the District to move Gillson Park forward in the most appropriate way possible.

Mr. Freres then outlined key steps to be taken in the near future. The first being, a community open house. He advised that the consultants have worked with staff to develop a timeline that would suggest July 8th. There would be a follow up Board meeting on July 12th to summarize community discussion. The goal being a completed master plan direction by the end of September. He stated that this will not be the only community voice in the process and advised that his firm is willing to speak with anyone from the community and hear their thoughts. He also hopes to have another open house at the beginning of September.

Commissioner Goebel thanked the consultants for their time and noted that the Board has not been provided a synthesis of the input from special interests groups. Mr. Freres advised he will share it with the Board along with digital online polling results. Commissioner Goebel added that it should be reflected to the community exactly who was in those groups – a sailing beach focus, a dog park focus and a neighborhood focus. She further noted that July 8th is the week of a holiday and asked if there were an alternative to the analog open house such as a digital opportunity. Mr. Freres advised he could videotape the open house and upload it to the website as a virtual tour. Commissioner Goebel suggested putting the renderings on the website as well. She stated that with the federal holiday being the 5th, she suspects people will take that week off. She expressed concerns over the amount of input received.

Mr. Freres then described how the open house would be facilitated. Commissioner Kosloskus suggested that the consultants come to a community event where residents are so that residents do not have to take on the burden of meeting with the consultants. Mr. Freres suggested the idea of attending the local farmers market.

Subsequent discussion followed regarding the priority of each criteria presented as well as prior sources of public input and engagement attendance.

Commissioner Goebel then opened the floor for public comment.

Alan Golden – Stated that he is representing the Sailing Beach special interest as he is an avid sailor. He advised that everyone he spoke with at the Sailing Beach said they were not contacted by consultants for their input but that he is willing to

help facilitate that discussion as he believes it is important for the consultants to gather their opinion.

Mary Shea – She appreciated Mr. Tinucci’s remarks as she was under the assumption the park’s natural resources would be destroyed to make way for roads and parking. She stated she found the prior concepts presented disturbing as she does not want the current traffic circulation changed. She believes this to be a matter of philosophy: whether we appreciate and preserve the natural park or whether see the Park District as an important revenue source. She acknowledged that taxpayers are a small percentage of the budget and believes because of this, residents have no control over what is happening. She expressed concern over the lack of the word “park” in the Park District’s mission statement and does not want to widen the roads utilizing taxpayer money for non-taxpayers.

Piper Rothschild – Expressed concern over the amount of open houses. She advised the Village held many open houses before the Storm Water project. She believes that one open house does not give enough residents the chance to participate. She asked the consultants to utilize the 2015 scientific community survey study conducted on behalf of the Park District while prioritizing elements of the park.

Tanja Chevalier – She stated that she lives on the corner of Washington and Michigan and that it is very dangerous there, especially on the weekends. The streets are always crowded with cars parking right up to stop signs. There was recently an accident there at the pedestrian crosswalk. She stated she is open to many people enjoying this park but that the Park Board needs to collaborate with the Village and in creating this master plan, consider the traffic situation very seriously.

Commissioner Goebel thanked residents for their comments and advised the Village is currently working on a traffic study proposal. Commissioner Frazier asked that staff update the website to include all information related to this master plan. Further conversation ensued regarding the best possible time for the consultants to meet with residents and possible improvements to any of the park facilities (i.e., Wallace Bowl, Lakeview Center and the Sailing Beach).

8.0 STANDING COMMITTEE REPORTS

8.1 LAKEFRONT COMMITTEE REPORT

Commissioner Goebel reported that the Lakefront Committee met last Monday at 5:00 p.m. as part of an effort to accommodate different community members, Board members and staff. Items discussed included committee goals and objectives, a managers’ report focusing on the activities in preparation for summer such as hiring and training and an update on the shoreline protection proposal which will be handled at the Board level in the future. The Lakefront Committee also reviewed concepts for the Lakeview Center. No decisions were made at this time as they

continue to evaluate and accept additional input. The next meeting is tentatively scheduled for the first Monday of next month. Commissioner Duffy asked if there has been any action taken on safety improvements at the Sailing Beach. Director Wilson advised that in lieu of signage, staff is trying to more actively manage the safety concerns. Director Wilson added that staff has also added more security staff as well with the increase of people in the park. Staff is also coordinating with the police department for supplemental help.

8.2 GOLF OPERATIONS COMMITTEE REPORT

No report.

8.3 PARKS AND RECREATION COMMITTEE REPORT

Commissioner Duffy reported that the Committee has voted on a few recommendations to the Board. One of them being to no longer consider Howard Park for a dog park location. The Committee also discussed the Community Playfields Fitness Path configurations and the option of a plan B. He referred the Board to a black line in the configuration and explained that the Committee felt this would be the safest place for that section of the path because where it originally crossed further west, it would be down towards the end of the hill where cyclists may find it harder to break. Having the fitness path cross the “center” path further east, people may be more aware of their surroundings. The Committee intends to have the board vote on this revised configuration tonight. He advised that there was extensive discussion on the proposed bathrooms at Community Playfields. No decision was made as to the location, however, the Committee discussed the removal of the pump inside the building. The school bathroom renovation was discussed, however there are no updates in regards to the School District 39 IGA. The Maple Park Playground Designs were reviewed and recommended to the Board. He commended staff on their public engagement process for Maple Park and believes this should serve as the standard to engage moving forward. The Committee also reviewed the proposal from Upland Design for park landscape designs and recommended the Board approve as well.

Commissioner Duffy moved and Commissioner Frazier seconded a motion to no longer consider Howard Park for a dog park location, as recommended by the Parks and Recreation Committee.

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

Commissioner Duffy moved and Commissioner Frazier seconded a motion to approve the Community Playfields Fitness Path Configuration Plan B, as recommended by the Parks and Recreation Committee. Commissioner Clarke asked if this change presented in Plan B would alter the mileage. Commissioner Duffy advised no, it would not change the mileage. Some discussion followed regarding feedback from the residents prompting this change. Commissioner Duffy

also clarified that where the soft surface meets the center path, snow plows would destroy the soft surface. He suggested that the path remain concrete where it crosses for functional purposes. Commissioner Murdock advised that although the Board is voting on a configuration, this will come back to the Board for expenditure approval. He clarified that with this design approval, the next step would be the bidding process.

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

Commissioner Kosloskus moved and Commissioner Frazier seconded a motion to approve the playground designs for Maple Park, as recommended by the Parks and Recreation Committee. Director Wilson reiterated that once the designs are approved, they will go out to bid and the contract will need to be approved down the road so the current cost numbers are estimates.

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

Commissioner Frazier moved and Commissioner Duffy seconded a motion to approve the proposal from Upland Design for park landscape designs, as recommended by the Parks and Recreation Committee. Director Wilson noted for public record that this is a landscape plan for several parks in line with a number that is already allocated within the Park District's budget but exceeds the \$25,000 purchase authority of staff, therefore, it is before the Board to approve officially. Commissioner Goebel asked if this project had been bid competitively. Director Wilson advised that they did not because they have worked with group previously on Maple Park. Commissioner Goebel asked if there were any guidelines on competitively bidding past a certain dollar amount. Director Wilson advised that in a situation like this in which it is a professional service and an existing relationship, staff is allowed to negotiate a contract.

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

8.4 CENTENNIAL/FACILITIES COMMITTEE REPORT

President Murdock reported that the Centennial Committee had met earlier this evening. The Committee had a conversation about scope given this Committee has not met for a number of years. They discussed the facilities at Centennial, specifically the ice rink, the pool and the tennis courts as well as paddle tennis and pickleball. There was a managers' update regarding ice and the fact that Wilmette hockey is expanding into the Central States League – this may result in additional opportunities for hockey players in the community as well as additional rentals. Staff has also transitioned to teaching US Figure Skating rather than ISI. A tennis camp update was given. Staff has also implemented an outdoor tennis court reservation program. There are paddle and pickleball camps this year as well as pickleball lessons. Staff also noted that the pool is at full capacity but they have

kept some lap swimming hours. There are no early lap swim hours this year because they were not well attended in the past. The Committee asked staff to review lap swimming moving forward – whether the Park District follow the model from last year where there is a per use fee or if staff make some lap swim time available as a part of passes.

8.5 FINANCIAL PLANNING & POLICY REPORT

No report.

8.6 REAL ESTATE COMMITTEE REPORT

No report.

8.7 INTERGOVERNMENTAL COOPERATION COMMITTEE REPORT

No report.

9.0 EXECUTIVE DIRECTOR'S REPORT

Director Wilson reported that on July 3rd there will be fireworks. However, there will be no buses. Staff is working with police and public works to facilitate. More details to come as they are sorted out. Today was also the first day of camp and there are 6,000 enrollments across all sessions of all camps which is close to pre-pandemic numbers. He gave kudos to Superintendent Guynn and her staff.

10.0 UNFINISHED BUSINESS

None

11.0 NEW BUSINESS

President Murdock initiated a brief discussion regarding Committee goals in which Board members gave their opinion and offered some goal suggestions.

Commissioner Clarke moved and Commissioner Shissler seconded a motion to approve the Wilmette Park District 2020 Comprehensive Annual Report, a copy of which is to be attached to and become a permanent part of the minutes of this meeting.

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

12.0 ADJOURN TO CLOSED SESSION – DEFERRED

It was unanimously decided that the Closed Session would be deferred to a future meeting as it is not time sensitive.

13.0 RECONVENE REGULAR BOARD MEETING - DEFERRED

14.0 ADJOURNMENT

There being no further business to conduct, President Murdock adjourned the

Regular meeting at 11:43 p.m.

Minutes Approved on: TBD

Respectfully Submitted,

Catherine Serbin

Catherine Serbin
Executive Administrative Assistant

Unofficial



WILMETTE PARK DISTRICT
ATTENDANCE RECORD

Board of Commissioners Meeting
Date: June 14, 2021

NAME (Please Print)	ADDRESS	PHONE	ORGANIZATION
PIPER ROTHSCHILD	1046 Emwood		
Mary Shea	235 Michigan		
Chuck Shea	" "		
Tim Wynn	GHA		GHA
BETH BECKER	1420 SHERIDAN RD WILMETTE		
ISAAC GAEG	531 GREENUPAR		
Mary Lawlor	604 Laurel		
Courtney Clement			LTA
Kathryn Calkins	828 Sheridan Rd.		Go Green Wilmette
Thomas Sullivan	1005 Chestnut Ave		
Cindy Levine	825 Chatham Lane		LWR
Wendy Zuer	Greenleaf		LWR
Andy Tinocari			WTA-
AAnn Golden	2576 Laurel Ln		



**WILMETTE PARK DISTRICT
ATTENDANCE RECORD**

**Board of Commissioners Meeting
Date: June 14, 2021**

NAME (Please Print)	ADDRESS	PHONE	ORGANIZATION
Beth Karnes	2219 Schiller	678-592-0547	-
Catherine Karnes	2219 Schiller		
SATT FRENES	988 E.M. Jannetta		
Rick Fiskew	2435 Pomona	312 925 5744	
Tanja Chevalier	789 Michigan Ave	847-251-3090	
Jennifer Manning	1104 Forest		
F. Jacobs	2407 Pomona		
Kent Nusekabel	2530 Laurel		



Voucher List Presented to the Board of Park Commissioners
At the Regular Meeting of July 12, 2021

Voucher List - Reconciliation
June-21
(Vendor Disbursements Over \$5,000)

Vendor Name	Amount	Type of Service/Products	#
Knickerbocker Roofing Inc	567,850.50	CRC - Roofing Capital Project	
NSSRA	138,984.46	2nd Installment 2021 Member Agency Contributions	
PDRMA	114,761.48	05/2021 PDRMA Health Insurance and Workman's Comp	
IL Municipal Retirement Fund	76,598.44	IMRF Contributions	
ENGIE Resources LLC	45,545.07	Electric Services for various areas	
JPMorgan Chase Bank, N.A.	33,554.00	Interest on Bond Payments	
Abram J Stumme	28,204.40	Coach Abe Soccer- Spring Classes	
IMPERIAL SERVICE SYSTE	26,243.00	Cleaning services for various areas	#
The SpyGlass Group, Inc.	20,123.50	Telecommunications Cost Reduction Consulting	
Hot Shots Sports	20,029.09	Spring 2021	
The Bank of New York Mellon	19,743.75	2009A Bond Interest	
Wintrust Bank	18,673.50	2018 A Bond Interest	
Converged Digital Networks, LLC	18,555.39	Phone System Hardware	
Sunburst Sportswear Inc	18,178.54	Clothing for various summer camps and programs	
USA Fire Protection, Inc	12,874.65	Sprinkler Inspection for Various areas	
NATURAL WATERSCAPES	11,375.81	Parks - Keay Park Sealant	#
Illinois Baseball Academy	11,039.93	Various IBA programs	
Amazon.Com	8,526.96	Supplies for Various Programs/Camps	#
Amazon.Com	2,157.70	Office Supplies for Various Areas	#
Amazon.Com	1,165.13	Equipment and repairs for Parks	#
Lauterbach & Amen, LLP	8,500.00	2020 Financial Progress Billing	
ICMA Retirement Trust - 457	8,205.24	Employee Contributions	
Anderson Lock	7,956.90	Tennis- New Door from Winter Damages(PDRMA Claim)	
The Lakota Group	7,315.76	Comprehensive Plan for Gillson	
SERVICE SANITATION	7,291.24	Portables for various areas	#
House Of Rental	7,275.00	Gillson Beach Tent Rental & Great Gillson Camp Ren	
Verizon Wireless	7,185.31	Cell Phone Service for various areas	
The Northwest Passage	7,140.00	Kayak/SUP Camp (2 weeks)	
Sportskids Inc	7,123.35	Payment for Spring Sports Classes	
Konica Minolta Premier Finance	6,461.74	Copier Leases for various areas	
ADVANCED DISPOSAL ONLI	5,528.44	Buildings - Trash/Recycling	#
Tressler, LLP	5,460.00	Legal Services for WPD	
BTSI	5,130.00	Turf Gold Phosphite	
Total			
	\$ 1,284,758.28		
Other Sundry Services/Products	131,089.20	Details on following page	
Total Voucher List	<u>\$ 1,415,847.48</u>		
Payroll Transfers			
6/4/2021	\$ 295,940.04		
6/18/2021	\$ 360,377.58		
Total Payroll Transfers	<u>\$ 656,317.62</u>		
Total Vouchers and Transfers	<u>\$ 2,072,165.10</u>		

- 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 by amount
Presented to the Board 07/12/2021**

Vendor Name	Amount	Type of Service/Products	#
AT&T	4,478.63	Communication Charges for various areas	
Wage Works	4,258.22	Flex Spending Acct	
Nicor Gas	3,634.55	Gas Service for Various Areas	
Petty Cash - Lakefront	3,600.00	Start Up Bank for Gillson	
On-The-Go Sports Inc	3,495.66	Non-Contact Football Summer Camp Week 1	
Trane Chicago	3,302.00	CRC- Roof Project- Remove/Reinstall Bas System	
FOX VALLEY FIRE AND SA	3,028.52	Fire Alarm Service	#
Original Watermen	3,005.72	Lifeguard Uniforms	
Innovative Attraction Mgmt Aquatic Risk Pre	3,000.00	Pool Audit Fees	
Reinders Inc	2,776.09	Golf - Supplies	
Christy Webber Co	2,761.00	Professional Landscape Services	
GRAND STAGE LIGHTING	2,753.00	Ice Show Lighting	#
Avalon Petroleum Co	2,743.70	Parks- Diesel Fuel	
Amazing Minds	2,717.40	Amazing Minds Spring	
The Ultimate School of Guitar	2,700.83	Winter Guitar	
COMCAST CHICAGO	2,481.39	TV and Internet for Various Areas	#
BIGSTARCHICAGO	2,249.74	Employee Appreciation Event - Food	#
New York Life Insurance Co	2,241.16	WPD Employee Premiums	
Midwest MEP Inc	2,000.00	Buildings - Evaluation/Inspections M.Marubio	
Ill. Dept. of Revenue	1,862.00	05/21 Illinois Sales Taxes	
General Mechanical	1,822.50	Repairs for various areas	
THE HOME DEPOT #1902	1,690.40	Supplies and Equipment for various areas	#
Halogen Supply Co Inc	1,626.00	Pool- Stenner Pump Replacement	
ARLINGTON POWER EQUIPM	1,594.76	West Park - Battery Powered Blower (Go Green)	#
AMERICAN OUTFITTERS LT	1,444.00	CRC - Attire for various areas	#
Petty Cash - Pool Coin	1,400.00	Start Up Bank for Pool	
EXPRESS PRESS	1,399.08	Uniform Shirts for various areas	#
HASTY AWARDS	1,335.84	Soccer Medals	#
American Compressed Gases Inc	1,329.00	CO2 for Pools	
THINKGARD	1,298.00	Managed Backup Service	#
Rock N' Kids	1,280.01	Spring Class Tot Rock & Kid Rock	
SANGOMA US INC	1,267.49	Phone System Supplies	#
J.C. Sports & Tees Inc	1,258.00	Staff Uniforms	
Seaway Supply Co	1,250.93	Buildings- All Buildings Supplies	
Chicago Loves Dance Inc	1,239.70	Mini Yoga- Pre School Plus Breakdance	
DOMINO'S 2888	1,202.34	Pizza Lunch Camp Training	#
IDENTISYS INCORPORATED	1,175.28	ID Printer Ribbon	#
Sun Mountain Sports Inc	1,093.45	Golf Bags for Resale	
Chess-Ed LLC	1,073.10	Chess Enrichment Spring 2021	
AMERICAN RED CROSS	1,070.00	Certifications for various employees	#
Napa Auto Parts/Genuine Parts Co	1,051.29	Part and Repairs for Various Areas	
Burris Equipment Co	975.54	Parks- Weed Wacker Parts/Repair	
IN *SWING KING	965.00	Hole-in-One Insurance	#
Quill	943.77	Office Supplies for Various Areas	
Village of Wilmette	927.97	Police Detail for Gillson	
CONNEXION	904.06	Lighting for various areas	#
WAL-MART #3725	893.86	Camp Supplies	#
PLUG N PAY TECHNOLOGIE	832.34	Credit Card Interface Fee	#
West Coast Trends	821.78	Golf Bags for Resale	
MOBILE MINI	819.03	Storage for Rental Equipment	#
Univar	810.51	Chlorine for Pools	
VILLAGE OF WILMETTE	804.01	Water for Various Areas	#
REVDANCE.TENTH HOUSE	762.00	Dance Camp Supplies	#
ADVANCED TURF SOLUTION	760.00	Hibbard Park - Ground Supplies/Organic Starter	#
Golf Core	752.22	Scorecards	
AFLAC	736.22	Supplemental Insurance	

Menoni & Mocogni, Inc	729.60	Gillson- Road/Park Lot Gravel
WEST MARINE #1305	724.86	Lakefront - Radios and Boat Safety Supplies
MENARDS MORTON GROVE I	714.53	Building supplies for various areas
Wilson Racquet Sports USA	709.28	60 sets Luxilon strings
CHAMPION TEAMWEAR	702.00	Team Banquet Awards - Gymnastics
Total Platform Tennis	700.00	Screen Replacement
Village of Wilmette	666.14	May 21 Billing for Park District's Comcast Phone
Golf Mill Ford Inc	661.45	Parks- Tires & Alignment Truck # 14
GRAINGER	644.98	Parts and Repairs for various areas
GENERAL REFRIGERATION	642.50	Ice - Replacement of Cooling Tower Pump
4IMPRINT	634.20	Supplies for Programs
QUALITY CATERING FOR K	621.94	Catered Lunches for Children
A & J Sewer Service	615.50	Golf- Cleaning Sewer Lines
GK PREMIUM-ANNUAL	600.00	Golf - Growing Degree Day Subscription
PIONEER ATHLETICS	595.00	Parks - Ground Supplies
Zavattero, Andrew C	585.72	Replacement Payroll Check 05/07/21
Stitch Mine	581.25	West Park- Uniform baseball Caps
A-1 Roofing Co	550.00	Ice & Tennis- Maintenance Inspection
LOWES #02728*	527.26	Supplies for various areas
Tebon's Gas Service	526.00	ICE - Propane
Goode & Fresh Pizza Bakery	513.00	Catered Lunches for Children
Jablonski, Victoria	507.84	Costume Items for Alice in Wonderland
IDLEWOOD ELECTRIC SUPP	488.45	Lighting and electrical repairs for various areas
GOODE & FRESH PIZZA BA	476.00	Catered Lunches for Children
Bluemack	469.44	Employees Office Door Name Plates & Name Badges
SUPPLYHOUSE.COM	469.08	Supplies for Ice/Pool
Technology Mgt Rev Fund	450.00	Park District Internet Service Provider Connection
STATE CHEMIC*STATE CHE	449.82	CRC Air Care Program
Nike USA Inc.	431.28	Staff Uniform Hats-Golf
OFFICE DEPOT #510	422.69	Supplies for Various areas
4ALLPROMOS	422.30	Hand Fans for Sounds of Summer
SMK*SURVEYMONKEY.COM	384.00	Recreation Survey Software
AZTEC SUPPLY CORP	373.30	Buildings - Urinal Screens
AMES REFRIGERATION	352.00	Repairs for various areas
Market Access Corp	350.00	May Liquor Liability
Altorfer Industries Inc	349.55	Parks- Bolts & Blade for Cat Bucket
AAA LOCK AND KEY	338.18	Keys for various areas
TONY'S FRESH MARKET #1	336.69	West Park - Staff lunch
Grower Equip & Supply Co	334.47	Parks- Parts for Mowers
Northshore Omega	333.00	Professional Services
EIG*CONSTANTCONTACT.CO	315.00	Monthly Subscription Fee: Online Enews/Eblast Tool
TARGET 00009282	313.56	Supplies for various camps and programs
Arena Sports USA Inc	304.84	Coordinator, Super & GM Uniform
Meikem Inc.	293.50	Fitness -Locker Room Supplies
JEWEL OSCO 3461	286.37	Supplies for various areas
THE BROYHILL CO	283.36	Golf - Trailer Tires
Weiss Ace Hardware	280.61	Hardware for various areas
ICP*NORBERT'S ATHLETIC	272.00	Gymnastics Equipment
PAYPAL *JMAC SUPPLY	268.65	Paddle - Door Louver Replacement
SQ *WEST END FLORISTS,	265.60	Parks - Grounds Supplies/Flowers
Menards - Skokie Store	264.23	Supplies for various areas
ILLINOIS ASSOC OF PARK	255.00	Training Materials for Newly Elected Board Members
STAPLES 00116129	245.78	Supplies for various areas
CHICAGO PARTS AND SOUN	244.32	West Park - Batteries/Stock replacement
DIRECT TEXTILE SUPPLY,	243.66	Pirate Tennis Camp Supplies
WET SOLUTIONS INC	238.37	Cooling Tower Water Treatment
DIGICERT INC	238.00	SSL Certificate Phone Server
Vanguard Energy Services LLC	230.01	Gas Service for Various Areas
DBC*BLICK ART MATERIAL	228.53	Supplies for Arts in the Parks
IN *GROWING SOLUTIONS,	225.00	Golf - Acid System Startup
S&S WORLDWIDE, INC.	219.39	Gymnastics Equipment
All Star Pro Golf	218.63	Golf Tees for Resale
MILLEN HARDWARE	212.49	Lakefront - Patio Supplies
PROTOLIGHT INC	201.83	Rental Lighting for Show
GMIS	200.00	GMIS Membership for W. Popielarczyk
IN *TRIAD PIANO WORKS	200.00	Music - Piano Tuning
PP*CHARMMDFOUN	200.00	Employee Training
Unique Sports Products	198.70	Accesories for Resale at Tennis

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Konica Minolta Business Solutions	192.08	Copier Usage for Various Areas	
10-S TENNIS SUPPLY	185.83	Outdoor Scorecards	#
Village of Wilmette	180.00	Elevator Inspections for Centennial	
FASTSIGNS 100101	169.06	Yankee Doodle Dash Banners	#
Millen T V Hardware	159.28	Repairs for various areas	
A LA CARTE	156.60	Various Meetings	#
Fastsigns-Morton Grove	152.34	Business Cards	
CKO*WWW.ISTOCKPHOTO.CO	149.00	Monthly Subscription Fee for Stock Images/Illust.	#
Fox, William	135.00	Sailing Beach Supplies	
FACEBK *WSY685F9N2	130.00	Boosting of Event Posts	#
ACUSHNET BILLTRUST	122.66	Custom Golf Ball for Resale	#
MCMMASTER-CARR	118.95	Parks - Fence Ties/Supplies	#
Pioneer Manufacturing Co Inc	115.00	West Park - Field Supplies	
BEST MATERI	108.45	Paddle - Replacement of Vents on Skirting	#
FS *BRIGHTPOD.COM	105.19	Marketing Management Software	#
MYSTIC WATERS FAMILY A	100.00	Counselor In Training Field Trip Deposit	#
Zawrazky, Natalie	100.00	Training and Education	
LEFTYS PIZZA KITCHEN	95.76	06/14/21 Board Meeting	#
DOLLARTREE	89.00	Supplies for various camps	#
FIVE BELOW 7004	87.00	Camp Supplies	#
Zavattero, Jason	86.21	Replacement Payroll Vcheck for 05/07/21	
SQ *LA ROSA PIZZA	79.80	Training Lunch	#
The Sherwin-Williams Co	73.63	Pool- Paint for Pool Doors	
YOURCOURTS SUBSCR	70.00	Court Reservation Software	#
KOHL'S #0290	68.25	Ice Camp Shirts for Tie-Dye	#
Pomp's Tire Service Inc	63.42	Parks- Tires Repair/Gravelly Unit	
IN *PURE IMAGINATION,	62.50	Website SSL Certificate Update	#
IL TOLLWAY-WEB	60.00	CRC - Bus Toll Charges	#
JAMF SOFTWARE, LLC	54.00	Apple Mobile Device Management	#
CURTAIN CALL COSTUMES	49.98	Dance Recital Costume	#
IN *EXACT BLADE INC	48.00	Parks - Sharpening of Wood Chipper Blades	#
NCPERS Group Life Insurance	48.00	IMRF Vol Life Post Tax	
Zavattero, Drew John	47.20	Replacement Payroll Check for 05/07/21	
Jorson & Carlson Co Inc	45.61	Zamboni Blade Sharpening	
EBAY O*11-07213-02577	45.28	Magtek Ipad Credit Card Readers	#
ZOOM.US 888-799-9666	44.97	Video Meeting Software	#
TST* MARCO ROMA	43.39	Admin - 2022 Budget Planning Meeting	#
NORTH SHORE FAUCETS	39.82	CRC - Office Sink Hose	#
Midwest Transit Equipment	39.00	CRC- Buses Safety Stickers	
PROTRAININGS, LLC	35.96	CPR/First Aid - S. Sekki	#
ETSY.COM	35.44	Supplies for Broadway Bound	#
WM SUPERCENTER #1998	35.36	Camp Supplies	#
South Side Control Supply Co	33.14	Pool- Boiler/Gas Regulator	
WHOLEFDS GBR #10570	32.96	Lakefront - Bug Repellent Supplies	#
PANERA BREAD #600840 O	27.12	Staff Training Breakfast	#
ANSWERING SERVICE	26.00	Answering Services	#
CREATIVEMARKET.COM	25.00	Font and Illustration for Fat Shallot Marketing	#
CFDYNAMICS	24.95	League Website Hosting	#
Wilmette Harbor Association	21.64	Sailing Rib Gas	
Cintas First Aid & Safety	20.64	West Park Misc.First Aid Supply Cabinet	
CHICAGO TRIB SUBSCRIPT	15.96	Chicago Tribune Online Subscription	#
BED BATH & BEYOND #64	9.99	Mallinckrodt Office Supplies	#
WALGREENS #11760	8.98	CRC - Office Supplies	#
PORTER PIPE & SUPPLY	5.94	Ice - Supplies/Gasket	#
APPLE.COM/BILL	0.99	West Park- K. Solberg Equipment Supplies	#
LIGHTBULBS.COM	(620.95)	REFUND - Howard Park/Lights	#

131,089.20

From: [Kara Kosloskus](#)
To: [Catherine Serbin](#)
Subject: Fwd: [external] Board Vacancies
Date: Thursday, July 8, 2021 2:39:36 PM

Begin forwarded message:

From: Julie Lipford <julielipford@gmail.com>
Date: July 7, 2021 at 2:23:42 PM CDT
To: Mike Murdock <mmurdock@wilpark.org>, Julia Goebel <jgoebel@wilpark.org>, Cecilia Clarke <cclarke@wilpark.org>, Patrick Duffy <pduffy@wilpark.org>, Allison Frazier <afrazier@wilpark.org>, Kara Kosloskus <kkosloskus@wilpark.org>, Todd Shissler <tshissler@wilpark.org>
Subject: [external] Board Vacancies

Wilmette Park District Board Members,

As a resident of Wilmette for over 10 years and an active Park District participant, I ask that you consider applications for any upcoming board vacancies. I also ask that you consider candidates and vote -- as a full board. The function of appointing new members should remain a transparent process, as it has in the past. And our village participation is high so many qualified candidates have run in the past and did not obtain a seat on the board. I contend that these candidates and the votes they have received should be considered in any appointments.

I greatly appreciate your consideration and your service to our village.

Best,
Julie

Julie Davis Lipford
2132 Beechwood

From: [Julia Goebel](#)
To: [Catherine Serbin](#)
Subject: Fwd: [external] Park District vacancy
Date: Thursday, July 8, 2021 2:45:53 PM

For board packet

Julia Goebel

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

Begin forwarded message:

From: Leslie Weyhrich <weyhrich@comcast.net>
Date: July 8, 2021 at 12:13:43 PM CDT
To: Mike Murdock <mmurdock@wilpark.org>
Cc: Steve Wilson <swilson@wilpark.org>, Cecilia Clarke <cclarke@wilpark.org>, Patrick Duffy <pduffy@wilpark.org>, Allison Frazier <afrazier@wilpark.org>, Kara Kosloskus <kkosloskus@wilpark.org>, Todd Shissler <tshissler@wilpark.org>, Julia Goebel <jgoebel@wilpark.org>
Subject: [external] Park District vacancy

President Murdock:

I am writing to you with some concerns I have based on WPD votes taken in the early months of the new board
<https://www.therecordnorthshore.org/2021/06/17/infighting-continues-on-wilmette-park-board-as-board-prez-leads-shake-up-of-committees/>. These are not the headlines we as a community want to read. A collaborative and united board should be strived for and that task, in my opinion rests, heavily on the shoulders of the President.

As we approach filling the impending WPD vacancy, I hope you will follow the John Olvany model, “President Olvany described a lengthy and extensive search process that began in early August. The board received applications from 14 candidates for the open position, each of whom were interviewed by the search committee. In September the whole board convened twice to discuss each candidate and narrow the field, ultimately reaching the consensus that Anderson was the ideal candidate for the position.”

<https://jwcdaily.com/2015/10/15/wilmette-park-board-appoints-gordon-anderson/?fbclid=IwAR30hYUNYENh9Mr1ObIxItxiL7YyakjDJH9g6E0E9YOpb4-MnHQjqveB0>

There is no need to reinvent the WPD wheel, we have an excellent staff and a well-run program. Overall the community is very satisfied with the District. Of course there are contentious issues around where dog parks go or what happens in our beloved Gillson resulting in a number of difficult decisions. **What is important is that the commissioners are unified, the process is transparent and voters are apprised of issues in a timely fashion so they might weigh in on the decision-making.** I hope building community *and* Board consensus are goals you will strive for in the months to come.

Best,
Leslie Weyhrich

From: [Kara Kosloskus](#)
To: [Catherine Serbin](#)
Subject: Fwd: [external] Resident Opinion re: Gillson Comprehensive Plan
Date: Thursday, July 8, 2021 2:38:55 PM

Begin forwarded message:

From: Bethanee Schlosser <bethanee.schlosser@gmail.com>
Date: July 7, 2021 at 2:56:08 PM CDT
To: "Schlosser, Bethanee" <bethanee.schlosser@gmail.com>
Subject: [external] Resident Opinion re: Gillson Comprehensive Plan

Dear Commissioner,

Today, I received an email from the WPD announcing this week's Community Open House for the Gillson Comprehensive Plan. My curiosity was peaked, so I reviewed the WPD's website and searched the internet for additional information.

I am a 13+ year resident of Wilmette and have 2 teenage daughters. Our family visits Gillson Park regularly and frequently, and we have immensely enjoyed all the green space, natural beauty, and environmental benefits that the park provides. My kids have enjoyed multiple WPD summer camps at Gillson Park and Beach, we have volunteered to maintain the beauty of the Gilsson Park Bird Habitat, and our entire family has reaped the benefits of the amazing natural resource that Gillson Park is.

I urge the Park Board to maintain as much green space and open space as possible. I request that the Park Board prioritize refurbishing the current infrastructure - roads, walkways, sewer, etc. I do not support the removal of green space, mature trees or open landscape in order to build new or expand existing buildings or increase parking spaces or road sizes.

As a long-term Wilmette resident and taxpayer, I request that you fully consider my requests and not jeopardize the environmental benefits, natural resources and beauty of Gillson Park.

Thank you for your consideration and time.

Respectfully,
Bethanee J. Schlosser
429 Maple Ave
Wilmette

Bethanee J. Schlosser, MD, PhD, FAAD
Cell: 404-387-1611

"Make yourself useful, doing hard things, with good people."
--Kelly Corrigan

From: [Julia Goebel](#)
To: [Catherine Serbin](#)
Subject: Fwd: [external] "Concepts" for Gillson
Date: Tuesday, June 22, 2021 8:46:10 AM

Catherine,
Please include in next board meeting packet. Thanks.

Julia Goebel

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

Begin forwarded message:

From: Julia Goebel <jgoebel@wilpark.org>
Date: June 22, 2021 at 8:35:51 AM CDT
To: Mary Shea <shea735@aol.com>
Subject: Re: [external] "Concepts" for Gillson

Hi Mary,

Why don't we find a time to talk later this week? How is your schedule in the afternoons and evenings?

Julia Goebel

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

On Jun 21, 2021, at 5:52 PM, Mary Shea <shea735@aol.com> wrote:

Dear Commissioners: After the lukewarm reception of the multitudinous and confusing Lakota "concepts" at the May 3 roll out I was surprised that they presented no revised plans last Monday. That means we citizens must oppose, protest, implore or acquiesce to these plans so destructive of the natural beauty and tranquility of our park. Gillson would be even further deforested with the proposed "concepts". Replacement of mature trees will take another 100 years. Is Centennial the model the planners aim for?

Dear Commissioners: In my daily visits to Gillson an interesting fact has become obvious. People *like* to

choose a shady spot, under a tree, to enjoy a picnic in open space. When they do use the tables they configure them according to the size of their own group, separate from others. So putting shelters around the park, instead of shade trees is not really a desirable amenity. The current shelter serves large groups very well and is enhanced by the shady pine grove which is also threatened by the "concepts".

The sculptural pine trees have not been cared for and are showing their age. However, they are not dead and offer a particularly attractive and unique shady area which cannot be duplicated. With water, food and judicious pruning they could enjoy a renaissance, continuing to add beauty to the landscape. In the "conceptual plans" they appear to be doomed in favor of an "enhanced shelter" or a gigantic shelter outside of Lakeview. The other picnic area at the bottom of the pedestrian entrance on Michigan Ave. needs tree replacement, not another shelter. Shade trees were removed, leaving an unattractive picnic area.

The other important feature that seems to have been minimized in service of more parking is a straightforward path at the entrance, parallel to and north of Harbor Road through the park to the Overlook. There is no need to destroy the exquisite garden walk for a straight shot to the Dog beach. People know where it is and can find their way from the Overlook. There is space north of Harbor Road in the park, for the wide sidewalk necessary for pedestrians, bikes and strollers. Yes, it needs to be paved. The oft-stated safety concerns justifies that compromise. A sidewalk located north of the one-way single file Harbor Road need not destroy valuable trees.

There seems to be a clutter of signage proposed. Gillson is not so large that Wilmette residents are unfamiliar with its contours. Do the volunteer gardeners really need buildings to house their tools for semi-annual efforts? There are so many unnecessary "concepts" in these four iterations. I was hoping along with the beach architects, to finally rid the park of the shed at the bottom of the hill and the barn for "scenery storage" behind Wallace Bowl. These buildings serve functions which might be served elsewhere, not on precious park property.

Did the planners study the failed referendum? These plans are even more expansive than the "Master Plan" which was voted down. After the referendum failed it was agreed that the beach house would be completed, and then, in a second phase, the rest of the park would be addressed in terms of necessary repairs to infrastructure and landscape. Instead we are facing a full-blown redesign costing millions, destructive of the park as we know it. This is very serious. Thank you for your attention.

Mary Shea



DIRECTOR'S REPORT

July 2021

INDEPENDENCE DAY

On July 3rd, the Wilmette Park District in conjunction with the Village of Wilmette held a day of festivities to celebrate Independence Day. In the morning, the Yankee Doodle Dash 5k took place with a sold out field of competitors. The participants ranged in age considerably, but all individuals had a great time. We could not have accomplished the race without the help of the Police, Fire and Public Works with road closures and medical support. It was a true team effort.

After a break in the day, starting at 4 pm the fireworks festival began with music from the main stage, food trucks along upper drive, and families gathering and having fun as they awaited the fireworks later that evening. Despite not having Pace Busses this year, the crowd was similar in size, if not slightly larger, but due to some configuration changes, the park was not tightly packed when the fireworks began to entertain the crowd. Again, a giant thank you is given to our friends at the Village of Wilmette, and in particular Public Works, Police and Fire, for all the logistical help in making the streets safe for people to get in and out of the park, as well as the support during the event. It was a very nice day, and the feedback we have received has been very favorable from the public, and it was wonderful to see so many people happy to be out together, in the park, enjoying one another.

GILLSON MANAGEMENT

Due to concerns raised by members of the community about crowds and unwanted activities in Gillson Park after hours, lakefront staff and members of the District's administration met with members of the police department to organize a management plan moving forward to try and reduce, if not eliminate, the unwanted behavior. The plan included making alterations to staff assignments at the park district, as well as enhancing the coordination with police. It also implemented an earlier closing time to try and keep the large groups from forming as opposed to trying to remove the large groups once they were on the property. The changes seem to be working well as the lakefront staff and police both report improvements and that the operational changes will continue for the foreseeable future.

GILLSON COMPREHENSIVE PLAN

As requested by the Board of Park Commissioners at the June board meeting, the consulting team working on the Gillson Comprehensive Plan along with staff of the District have created a community engagement strategy to seek more input. This began by the

building out of information on the Wilmette Park District website by adding more information to the project page. More information will be added over the coming week to continue to build out this resource for the community. In addition to this work, the consultants were on hand at the July 3rd fireworks and spoke with many attendees of the event to get input. Next a survey was created and distributed and over 1,300 responses were received in the first 48 hours providing even further input. On the evening of July 8th, the consultants facilitated an in person Open House at Lakeview Center that was well attended by members of the public. Another Open House will take place later this month. Lastly, starting later this month, the consulting team will be on hand at the French Market several times throughout the balance of the summer.

Attachments

- 1) Parks and Planning Department Report
- 2) Recreation/Facilities Department Reports
- 3) General Administration Operations Report

Respectfully Submitted,

Steve Wilson

Steve Wilson
Executive Director



Memorandum

Date: July 12, 2021
To: Board of Commissioners
From: Kristi Solberg
Cc: Steve Wilson
Re: July Board Report

Parks and Planning

The Parks and Planning staff finalized the concept plans and started placing the orders for the playground equipment for Maple Park. Later this month staff will go to bid to hire the installers and plan to start the project in mid to late August. Staff was informed by the playground equipment suppliers that the lead time for equipment is currently 3 months. We are still hoping that the project will be completed by October or November this year.

Preparations for the 3rd of July events (run and fireworks) were completed by staff as well as day of set up, working the event and the after event clean up.

Field Permits

We are currently working with Wilmette Wings, Wilmette Baseball Association & Park District staff to finalize field space for the fall. We anticipate to have this finalize by the end of July.

The Wilmette Baseball Association are playing summer baseball at Hibbard South, Thornwood & Community Playfield. Wilmette Wings are practicing/training on Monday-Thursday on the 2 medium fields at Community Playfield. These seasons are scheduled to end the last week of July or 1st week of August.

New Trier Rugby has been renting space at Gillson Park on Wednesdays from 4-6pm to practice. They plan to finish their summer session by the end of July.

Parks staff

The Parks staff worked on routine maintenance items (mowing, prepping ballfields, playground maintenance, tree work, synthetic field maintenance) and staff completed the project at Keay Nature.



Building staff

The Building staff converted the lights in the cart room at the Golf Course and the lights above the bleachers/benches in the ice rink at Centennial to LED.



The lifeguard chair on the Sailing Beach, the Crow's nest, was rebuilt and repainted.



Staff added hooks for banners and bags on the walls within the gymnastics center at CRC.





Memorandum

Date: July 12, 2021
To: Board Members
From: Kristi Solberg
Cc: Steve Wilson
Re: Surplus Property Ordinance-Parks equipment

The Parks and Planning Department is requesting to surplus 2 John Deere utility vehicles (purchased in 2002 and 2003) that were replaced by the Park District due to age and condition.



2002 John Deere Gator 6x4
VIN# W006X4D010728
Hours: 3980

2003 John Deere Gator 6x4
VIN# VG06X4D030993
Hours: 3122

Memorandum



Date: July 8, 2021
To: Steve Wilson, Executive Director
From: Emily Guynn, Superintendent of Recreation
Re: Recreation Department Board Report

Community Recreation Center

Recreation Programs Division:

- Participation Highlights

Program/Event Name	Date(s)	Enrollment	Attendance
Nature Programs-Park Passport	June	57 Families	-
Storybook Theatre Circle	June 15 & 29	5 Families/Ea.	-
<i>Alice in Wonderland</i> -Children's Theatre	June 17-27		896 Tickets

- Early Childhood Center, School Year 2021-2022
 - Staff is currently hiring teachers, setting calendars, parent engagement events, and training
 - All Preschool programs have a rolling enrollment throughout the school year

Program/Event Name	Enrollment
Full Day Preschool (2's, 3's, 4's)	55
Preschool Plus (enrichment extension)	39
Morning Preschool	30

- Beyond the Bell, School Year 2020-2021
 - *NEW!* Wilmette Park District will begin offering Morning CARE at Central, Harper, Highcrest, McKenzie, and Romona Schools
 - *NEW!* Campus Club program planned for rollout in Fall 2020 was postponed due to COVID-19, will officially kickoff this school year at Romona, McKenzie Schools and Community Recreation Center
 - After School Clubs will resume after pausing for a year due to COVID-19 at Central, Harper, and Highcrest Schools
 - CARE, after school childcare, continues at the Community Recreation Center with a wide variety of recreation programs held at the CRC during the same time block so parents can elect to register for additional programming and CARE staff will transport participants to their schedule enrichments

Program/Event Name	Enrollment
CARE	108
Campus Club	89

- Summer Camp starts on June 14. In the Recreation Programs Division overall enrollment is 92% of 2019 enrollment and 87% of 2019 fees.

- *Upcoming Events:*

Event Name	Date
<i>Into the Woods</i> -Broadway Bound	July 7-8
Ice Cream Social	July 8
Sounds of Summer Starts	July 8
Storybook Theatre Circle	July 13 & 27
Recycled Boat Races	July 18
Camp Olympic Day	July 21
SUP'n Brunch	July 25 / August 8
Smores' Swimming and Stories!	August 10

Gymnastics:

- Half-day summer camp Session 1 is 100% full. Gymnastics summer camp Session 2 is 89% full after opening an additional two sections
- Summer classes are 99% full
- Team Intensives for all levels start July 12 and are 80% full
- Beat the Heat Camps will take place in August between summer and fall sessions

Center Fitness Club:

- Membership totals – up by 86 since last month
- Personal Training sessions rendered up by 37
 - June Personal Training promo, buy a package and get one session free along with the additional availability two new personal trainers adds to the schedule is likely to have contributed to the increased sessions.
- New member initiative called LAUNCH begins in July. It is a way to orient new members to the fitness center, while promoting personal training and member engagement/retention
- All member survey going out in July in order to gather member feedback

	May 2021	June 2021
Monthly Visits	2,038	2,728
Total Active Memberships	798	884
Group Fitness Attendance	764	945
Personal Training Sessions	67	104

Centennial Recreation Complex

Tennis Center:

- Carrie Kolles, Racquet Sports Supervisor, resigned. Her last day was June 25, 2021.
- Camp maximums are expanded for all camps. Below are the registration totals by session for each camp:

Program/Event Name	Session 1	Session 2	Session 3	Session 4	Total
Pirate Camp	64	69	68	62	263
Junior Excellence	23	25	21	22	91
Outside the Lines	16	17	12	12	57

Centennial Ice Rink:

- Natalie Liang, Skating Supervisor, resigned. Her last day is July 9, 2021
- Joey Sanchez, Ice/Pool Supervisor, is working on a collaboration with Wilmette Hockey Association to build entry-level hockey through a series of events in the early fall

Centennial Family Aquatic Center:

- Aquatic Center schedule has been adjusted to accommodate more Public Swim in the Main Pool. There is now access to the Main Pool for Public Swim every day of the week
- Learn to Swim program continues to grow with highest total participants in over three years

	As of 7/8/19	As of 7/8/21
Public Swim Visits	23,675	23,278

Platform Tennis

- League organization for men's leagues has begun. Early outlook is that Wilmette has been granted 3 new teams raising the Tuesday/Thursday team total to 27 teams. The intent is to continue with 3 men's teams on Sunday night as well.
- Women's league organization runs a little later, however the early indication is that a weekday team will be returning to Wilmette raising that offering to 6 teams, and we will have 6 Monday night women's teams.
- The new Pickle and Paddle Camp is finishing second session. Below are the registration totals:

Program/Event Name	Session 1	Session 2	Session 3	Session 4	Total
Pickle, Paddle, and More	11	18	14	10	52

Mallinckrodt Center

- Mallinckrodt Center is continuing to offer in person fitness classes, fitness room reservations, and special one-day events, in person classes and in person office hours
- Continuing to offer both in-person and virtual fitness classes including: Strength Training, Tai Chi, Zumba, Pilates, Guided Meditation, Sit and Stretch, and Be Moved classes through June with 75 participants registered

Program/Event Name	Date(s)	Enrollment
Fitness Room Visits	June 1-30	45
Rules of the Road	June 4	9
Outdoor Gazebo Rentals	June 1-30	5
Indoor Rentals	June 1-30	13

- *Upcoming July Classes and Events:*

Program/Event Name	Date(s)
Bridge Group	Resumes in July
Canasta and Mah Jongg Lessons	Resumes in July
Summer Scoops & Tunes	July 29

Lakeview Center / Gillson Park Operations

- Gillson Beach/Park Night Security staff has been increased to seven employees nightly. Staff recently hired a Night Security Coordinator. The job responsibilities will include overseeing night security operation and the scheduling of staff
- Gillson Beach/Park now closes at 9pm, with the exception of Sailing Beach and Tennis.
- All Gillson Beach based camps are in in full operation
- New park signage for Dog Beach has been installed with a QR code
- July 3rd operation were successful with no serious issues reported by staff or patrons
- The WOW 1 mile swim event was held on June 19. A total of 30 staff worked the event
- The Fat Shallot, Gillson Snack Shop, is operating Tuesday-Sunday, 11am-7pm. Staff continues to receive positive feedback from customers on their food/service
- Dog Beach passes are up over 100%; 325 in 2020 to 730 in 2021, with a total of \$57,490
- Trail In (Vessel) Permits are up 65%; 67 in 2020 to 102 in 2021, with a total of \$

Location	Rental Type	Quantity	Revenue
Lakeview	Wedding Ceremony / Reception	1	\$720
Lakeview	Conference	1	\$626
Lakeview	Birthday Party	2	\$1,240
Wallace Bowl	Graduation / School Function	2	\$1,716
Gillson Park	Boy Scout Event	1	\$216



To: Steve Wilson, Executive Director
From: Sheila Foy, Superintendent of Finance
Date: July 9, 2021
Re: July, 2021 Finance Superintendent Report:
1. District Revenue and Expense Statement Results through May, 2021 (Appendix 1)
2. Capital Expense Results through May, 2021 (Appendix 2)
3. Finance, Customer Service and Technology Department Updates

1. District Revenue and Expense Statement Results through May, 2021 (Appendix 1)

The May, 2021 Income Statement results were discussed at the June Finance, Planning and Policy committee meeting. The District results through May show a surplus of \$8.2m which is \$4.4m greater than the budgeted \$3.8m. We continue to see current registrations and program offerings at much greater levels than we had anticipated when assembling the budget during Q4, 2020. Almost all revenue categories are ahead of budget. Property taxes have been collected quicker than anticipated. The variance in rental revenues is all attributed to the fee increase and 100 new SUP spaces at Sailing. Operating expenses still lag behind budget on average of 20-25% but staff anticipates those expenses will catch up to budget and level out by the end of 2021.

2. Capital Expense Results through May, 2021 (Appendix 2)

Capital expenditure are under budget even with the implementation of the new unbudgeted telephone system. The status of Q1 projects are: Equipment for the Gillson and Golf club fire alarms has been ordered and we are waiting on the Fire Marshall. This project is projected to come in under budget. Fitness equipment has been ordered. The Mallinckrodt door project and the Range Netting at Golf have both been completed. A few of the projects schedule for Q2 completion will be moved to the fall. The CRC roof replacement has been completed and is expected to come in under budget. The cargo van replacement was ordered in January but will not be delivered until late summer/fall.

3. Finance, Customer Service and Technology Updates

The 2020 Comprehensive Annual Finance Report was approved by the Board at the June Board meeting. The Financials have been (timely) filed with the Government Finance Officers Association (GFOA) and the State of Illinois Comptroller along with all appropriate entities. The newly formed Finance team continues to work together learning our systems, streamlining our processes and working with our recreation and park managers supporting their efforts delivering our programming and maintaining our parks. Technology completed installing the new phone system, replaced television hardware at CRC and enabled technology that will allow the purchase of parking passes at the Gillson Beach car gate. They also updated programming to minimize the amount of paper receipts generated per transaction.

Customer Service describes June as “busting out all over”! School year registration for Campus Clubs and CARE and Kindergarten Enrichment began on June 8th. With the state opening up officially on June 11th, the Beach and Pool began selling daily passes which was a hit for many attendees. The Fat Shallot at Gillson Park opened up as well with their fare adding to our patron’s enjoyment as they appreciate our beautiful lakefront. Planning for the July 3rd festivities at Gillson Park to celebrate Independence Day was in full swing. Camps and summer programming started on June 14th with much fanfare. Dog Beach tags were in high demand. We sold 800 since late February (first time ever). The Village Hall Park District window is now open full time since the Pandemic started. Even though we are in summer, fall is on our minds. Many supervisors were updating their fall schedules with a wide array of classes. Registration begins August 10th for Residents and 17th for Non-Residents. It has been very busy!

Appendix 1



Wilmette Park District
Revenue and Expense Statement
Calendar Year 2021
For the Month Ending May 31, 2021

Total District					YTD Variance		Total
	Actual	Actual	Actual	Budget	Actual to Budget		Year
	2019	2020	2021	2021	\$	%	Budget
							2021
Revenue							
Property Taxes	\$4,483,893	\$4,518,421	4,721,831.28	\$4,138,392	\$583,440	14.1%	\$7,909,177
Daily Fees	356,015	121,381	455,092	373,010	82,082	22.0%	1,596,782
Fee Revenue	7,057,602	4,016,402	5,230,383	4,147,086	1,083,297	26.1%	7,957,064
Membership Fees	1,327,549	823,974	1,571,250	893,297	677,953	75.9%	2,296,121
Rental Revenue	1,213,827	756,422	1,129,222	879,410	249,812	28.4%	2,164,411
Retail Sales	78,338	38,327	62,313	57,390	4,923	8.6%	201,495
Miscellaneous Revenue	202,493	94,145	47,890	58,857	(10,968)	-18.6%	160,221
Total Revenue	\$14,719,717	\$10,369,073	\$13,217,981	\$10,547,443	\$2,670,538	25.3%	\$22,285,271
Expenses							
Salaries & Wages	\$3,128,043	\$2,980,546	\$2,402,280	\$3,027,901	(\$625,621)	-20.7%	\$7,985,885
Employee Benefits	1,031,315	952,802	685,570	915,897	(230,327)	-25.1%	2,371,609
Contract Services	1,568,934	827,101	868,922	1,130,375	(261,452)	-23.1%	3,132,888
Utilities	360,816	289,118	280,686	361,754	(81,067)	-22.4%	998,443
Supplies	430,888	234,093	248,025	351,759	(103,734)	-29.5%	961,241
Repairs	80,678	118,819	104,399	134,556	(30,157)	-22.4%	322,276
Operating Expenses	\$6,600,674	\$5,402,479	\$4,589,881	\$5,922,240	(\$1,332,359)	-22.5%	\$15,772,342
Operating Surplus (Deficit)	\$8,119,043	\$4,966,594	\$8,628,100	\$4,625,203	\$4,002,897	86.5%	\$6,512,929
Non-Operating Revenue							
Bond Proceeds	\$0	\$0	\$0	\$0	\$0		\$0
Capital Reimbursement	0	0	0	0	0		0
Total Non-Operating Revenue	\$0	\$0	\$0	\$0	\$0		\$0
Non-Operating Expenses							
Capital	3,173,723	450,463	406,864	632,877	(226,013)	-35.7%	2,880,176
Capital - Special Recreation	152,269	0	0	190,050	(190,050)	-100.0%	705,818
Debt Service	0	0	0	0	0	N/A	2,373,943
Capital Transfer	0	0	0	0	0	N/A	0
Overhead Transfer	0	0	0	0	0	N/A	0
Total Non-Operating Expenses	\$3,325,992	\$450,463	\$406,864	\$822,927	(\$416,063)	-50.6%	\$5,959,937
Net Non-Operating Surplus (Deficit)	(\$3,325,992)	(\$450,463)	(\$406,864)	(\$822,927)	\$416,063	-50.6%	(\$5,959,937)
Total Expenses	\$9,926,666	\$5,852,942	\$4,996,745	\$6,745,167	(\$1,748,422)	-25.9%	\$21,732,279
Net Surplus (Deficit)	\$4,793,051	\$4,516,131	\$8,221,236	\$3,802,276	\$4,418,960	116.22%	\$552,992

Appendix 2

WILMETTE PARK DISTRICT 2021 CAPITAL EXPENDITURE SUMMARY							
Location	Project Name	Project Description	Priority	Budget	YTD Spending	Remaining Budget	Estimated 2021 Quarter for Completion
ADMINISTRATION OFFICE	Computer Hardware	Computer hardware (Laptops, Desktops, Servers and etc.)	C	70,200	24,285	45,915	Year Long
ADMINISTRATION OFFICE	Computer Software	Computer software (MS Office and etc.)	C	60,000	33,938	26,062	Year Long
CENTER FITNESS CLUB	Studio Equipment Replacement	Ongoing replacement of group exercise studio equipment	C	5,000		5,000	Q1
GILLSON PARK	Storage Building Fire Alarm	Fire Alarm for maintenance building	C	20,000		20,000	Q1
WILMETTE GOLF CLUB	Maintenance Fire Alarm	Installation of a fire prevention system	C	20,000		20,000	Q1
WILMETTE GOLF CLUB	Range Netting Pole and Fence Maintenance	Net and Cable Maintenance / High lift work	C	10,000	8,000	2,000	Q1
MALLINCKRODT CENTER	Front Door Repair	Front door requires repair	C	13,000	15,835	(2,835)	Q1
ADMINISTRATION OFFICE	Switchvox Telephone System	Replace Village supported phone system obsoleted at the end of 2020	NEW		46,527		
CENTENNIAL TENNIS	Ball Machine	Replace ball machine	C	8,000		8,000	Q2
COMMUNITY REC CENTER	Car Charging Station	Electric Car Charging Station at the CRC	C	12,000		12,000	Q2
COMMUNITY REC CENTER	Roof Replacement	Complete replacement of south building roof	C	900,000	211,387	688,613	Q2
GILLSON PARK	Aquatic Camp Equipment	Updating the equipment used for Aquatics Camp	C	5,000		5,000	Q2
GILLSON PARK	Beach Mat Replacement (5.8 Levy)	Replacement of worn and damaged beach mats	C	7,000		7,000	Q2
GILLSON PARK	Replace Dog Beach Fence	Refencing of the dog beach including gate replacement	C	20,000	650	19,350	Q2
PARKS DEPARTMENT	Cargo Van (#22)	Replacement of Cargo van	C	35,000		35,000	Q2
PARKS DEPARTMENT	Combination Trash/Recycling Containers (Various Parks)	Ongoing standardization of trash/recycling containers	C	10,000		10,000	Q2
PARKS DEPARTMENT	Dog Park Fencing	Install dog park fencing on ComEd leased prop.	C	50,000		50,000	Q2
WILMETTE GOLF CLUB	Cart Path Installation	Fully Connected Cart Paths/Curbing/Drainage	C	382,500	25,445	357,055	Q2
WILMETTE GOLF CLUB	Drainage Improvements	Materials for subsurface golf course drainage installs	C	10,000	3,489	6,511	Q2
CENTER FITNESS CLUB	Fitness Equipment Replacement	Ongoing replacement of strength and cardio equipment	C	35,000		35,000	Q3
COMMUNITY PLAYFIELD	Tennis Court Resurface/Renovation	Outdoor tennis court resurface / renovation	C	105,000		105,000	Q3
COMMUNITY REC CENTER	Gymnastics Equipment	Updating and Replacing Equipment	C	15,000		15,000	Q3
GILLSON PARK	Lakeview Design	Full Building Design Plan	C	50,000	21,565	28,435	Q3
GILLSON PARK	Tennis Court Resurface/Renovation	Resurface/improve outdoor courts	C	70,000	70	69,930	Q3
WILMETTE GOLF CLUB	Tree Maintenance	Removal of dead trees and large limbs	C	10,000		10,000	Q3
WILMETTE GOLF CLUB	Approach/Tee Mowers (2)	Replacement - (3) 14 Year Old Machines	L	26,954		26,954	Q3
WILMETTE GOLF CLUB	Bank Mower	Replacement - Current Machine is 17 years old	L	9,998		9,998	Q3
WILMETTE GOLF CLUB	Fairway Mowers (4)	Replacement - (3) 10 Year Old Machines	L	65,127		65,127	Q3
WILMETTE GOLF CLUB	Rough Mower	Replacement - Bunker Rake Machine - 13 Years Old	L	20,215		20,215	Q3
WILMETTE GOLF CLUB	Sand Pro	Sand Pro 5040	L	5,748		5,748	Q3
WILMETTE GOLF CLUB	Utility Vehicles	Workman HDX - 2WD (Kubota Gas)	L	7,626		7,626	Q3
WILMETTE GOLF CLUB	Walking Green Mowers (2)	Cleanup and Collar Mower for Greens	L	8,808		8,808	Q3
COMMUNITY REC CENTER	Comp Plan	Comprehensive Plan for Remodel/Interior Upgrades	C	90,000		90,000	Q4
GILLSON PARK	Lakefront Infrastructure Design Work	Comprehensive Plan Development	C	100,000	15,552	84,448	Q4
GILLSON PARK	Lakeview Design Implementation	Full Building Design Plan	C	75,000		75,000	Q4
GILLSON PARK	Sailing Boat Racks	Replace and repair old and damaged sailing racks	C	8,000	120	7,880	Q4
GILLSON PARK	Shoreline Protection - Langdon	Material and Installation	C	500,000		500,000	Q4
PARKS DEPARTMENT	Artificial Turf Field	Replacement of artificial turf in-fill material	C	40,000		40,000	Q4
		TOTAL without Special Recreation		2,880,176	406,864	2,519,839	
PARKS DEPARTMENT**	ADA Accessibility (5.8 Levy)	ADA improvements	C	150,000		150,000	Year Long
MAPLE PARK**	Playground Renovation (2015)	Scheduled replacement and ADA update	C	249,700		249,700	Q3
		Total Special Recreation		399,700	-	399,700	
		Total Capital Expenditures		3,279,876	406,864	2,919,539	
Priority Code = C = Critical S = Semi Critical N = Non Critical L = Lease Payment							