



WILMETTE PARK DISTRICT
Minutes of Regular Meeting of the
Board of Park Commissioners

Monday, June 8, 2020
Virtual Meeting via "Zoom"

Present

Commissioners: President Gordon Anderson, Vice President Julia Goebel, Bryan Abbott, Cecilia Clarke, Mike Murdock, Todd Shissler, Amy Wolfe

Secretary/Executive Director Steve Wilson

Staff: Emily Guynn, Kristi Solberg, Sheila Foy, Marlon Rodas

Absent

None

I. Meeting Called to Order

The meeting was called to order at 7:30 p.m.

A. Roll call taken

President Anderson commended staff for their efforts over the last few months.

II. Communications and Correspondence

Nothing was included in the packet; President Anderson sent email asking if we are putting up warning signs because of sheet piling near south beach. Director Wilson responded that staff would be discussing this tomorrow

III. Public Comment

Director Wilson reported that as we bring on staff and start programs we are receiving many emails from potential staff and parents with questions about employment. He noted that we are unable to fulfill all previous job offers since our needs are no longer the same.

President Anderson commented on the "Employee Relief Fund" started by the Ouilmette Foundation. Director Wilson stated this program is completely anonymous.

IV. New Business

A. Hibbard Park Storm Water Project

Director Wilson introduced Brigitte Berger-Raish, Engineering & Public Works Director for the Village of Wilmette, Darren Olson from Christopher B. Burke Engineering, and Tom Rychlik from Gewalt Hamilton Associates. Ms. Berger reported that the work at Community Playfields is off to a good start and the project is currently ahead of schedule.

Mr. Olson described the site design plan for Hibbard Park. He identified the placement of the generators and vault, and explained how the system will function. A landscape architect is being consulted to provide screening of the equipment and a buffer to the neighbors. Mr. Olson explained that discussions were held with village and park district staff to determine the best access point for construction vehicle. It was ultimately determined that Wilmette Ave. will be the access point. The goal is to keep the manhole covers out of the play area.

Tom Rychlik then described the proposed restoration design of the park. He noted that other than the disturbance to the park, there are no downsides to the park district of the storm water project. He noted that the park district would be afforded additional programming areas. The fields will be regraded and more berms will be added.

Director Wilson reiterated that this design plan is still conceptual and is not the final design.

Mr. Olson responded to questions and comments from the board.

Recommendation will be to have a permanent generator onsite

Response to Commissioner Goebel, Ms. Berger added they would try to have many opportunities for public input, modify plan based on input, then bring back to board, possibly have another meeting before going out to bid of the restored amenities. Wilson, we will do something similar, but for the amenities in the park once restored

Commissioner Abbott commented on the footprint, would like to know where the design ends up, before the drawings get too far.

Commissioner Wolfe asked about relocating trees, Ms. Berger said she would speak with arborist, but thinks they are too big to be relocated.

V. Approval of Voucher List

Commissioner Goebel moved and Commissioner Clarke seconded a motion to approve the Voucher List in the amount of **\$461,858.99**, a copy of which is to be attached to and become a permanent part of the minutes of this meeting.

Commissioner Murdock inquired about the water fees for golf. Director Wilson explained the charge is for additional water needed beyond what the district's tanks were able to provide in 2019. He added that the rate was much higher than previous years so former staff had been trying dispute it.

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

VI. Executive Director's Report

Director Wilson reported on the following topics:

- The Lakefront Committee report will include a discussion on the Gillson Park Comprehensive Plan
- Financial projections will be discussed further later in the meeting

VII. Committee Reports

A. Lakefront Committee:

Commissioner Abbott reported on the following topics:

- Sailing opened May 9
- Equipment rentals will not be available this season
- A season pass is required for beach access; no daily admission
- All pass transactions are being processed online
- The water is now open

i. Recommendation on Gillson Park Comprehensive Plan Consultant

Commissioner Abbott reported that the committee requested and received revised proposals from The Lakota Group and Hitchcock Design. Upon review of the proposals, the committee recommends hiring The Lakota Group. Commissioners Shissler and Abbott favor The Lakota Group while Commissioner Clarke is in favor of Hitchcock. Commissioner Clarke expressed that she feels The Lakota Group is too big for us and feels the proposal received from Hitchcock was more focused.

Discussion followed, and board members shared their views on each consultant.

Commissioner Abbott moved and Commissioner Goebel seconded a motion to accept the most recent proposal from The Lakota Group for the Phase II Master Plan of Gillson Park and to direct staff to draft a contract.

By a roll call vote, voting Yes, Commissioners: Abbott, Murdock, Shissler, Wolfe, Goebel and Anderson. Voting *No*, none. *Abstaining*, Commissioner Clarke. *Absent*, none; **motion carried.**

B. Parks & Recreation Committee:

Commissioner Murdock reported on the following topics:

- The committee met prior to the Board meeting
- Current and future activities were discussed
- 180 of the 400 available spots in session 1 of Play Safe @Wilmette have been taken
- “Outside the Lines” has replaced the traditional Pirate Tennis Camp and already has a wait list
- Staff are processing refunds for cancelled winter, spring and summer programs
- Field rentals are now available
- Last Friday the state issued guidance that the pool can open for Lap swim; this may expand during Phase 4
- Ice rinks were melted and maintenance performed

- Beginning June 15, 10 individuals at a time will be permitted on the studio rink and 20 on the full rink
- Fitness has started 1:1 training, three pairs at a time outside
- Gymnastics camp is in high demand
- Outdoor basketball and the skate park are open
- Playgrounds are still closed
- Discussed receiving input for amenities for Community Playfields and directed staff to develop and administer a community survey, then do a series of public input meetings

Commissioner Abbott stressed the importance of community input and referenced an email from Mr. Ferrari who would like to have more than three minutes to give input and ask questions.

C. Golf Operations Committee:

Commissioner Wolfe reported on the following topics:

- The committee met June 2
- May was rainy; staff are busy mowing
- A backflow preventer was installed
- Foursomes and single cart riders were permitted beginning May 29
- Pro shop is open
- Water is not available on the course but there is a beverage cart
- Beginning June 1, a pro-rated membership will be available
- Driving range is allowing 50% capacity
- Private lessons are available
- Ladies league began this week
- Only ½ day camps are being offered
- Jr. League will not run this year
- Family golf will be offered on Tuesdays
- All outings are being postponed until mid-July
- 60% of the budgeted revenue is expected; due to COVID restrictions, about 7 foursomes a day are lost
- Over time expenses are down, but maintenance and cleaning costs are up
- Cart path project is on hold; still moving forward with planning and exploring funding options

D. Financial Planning & Policy Committee:

Commissioner Goebel reported on the following topics:

- Did not meet in May, but will meet next week

VIII. Unfinished Business

A. Year to Date Financial Review

Director Wilson reported that work on the audit is almost complete and the filing deadline has been extended. A draft report should be available soon and the focus of the next Financial Planning & Policy Committee meeting will be financial projections.

Director Wilson referenced the financial statement and responded to questions. He noted that staff are working on projections for the remainder of the year and will include projections for moving into different phases: a continuation of Phase 3 through rest of year, and moving to Phase 4 for the fall.

Commissioner Anderson also asked for a projection that takes into consideration a recurrence and return to Phase 2.

IX. Adjournment

There being no further business to conduct, Commissioner Wolfe moved and Commissioner Murdock seconded a motion to adjourn the Regular meeting at 9:32 pm.

Secretary

President

Minutes Approved on _____