



WILMETTE PARK DISTRICT

Regular Board Meeting

Meeting Minutes

Monday, January 8, 2024
7:30 p.m. – Village Hall Council Chambers

PRESENT

Commissioners: President Kara Kosloskus, Julia Goebel, Patrick Lahey, Allison Frazier, Mike Murdock and Cecilia Clarke

Absent: Vice President Duffy

Staff: Executive Director/Secretary Steve Wilson

Visitors: Walter Keats

1.0 PUBLIC HEARING – 2024 BUDGET AND APPROPRIATIONS HEARING

President Kosloskus called to order the Public Hearing at 7:32 p.m.

A public hearing is held to hear any comments on the combined annual budget and appropriation of funds for 2024. President Kosloskus brings the meeting to order and asks if there are any written or oral comments from the commissioners or members of the public. Seeing none, she closes the public hearing and calls the Regular Board Meeting to order.

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

The meeting was called to order at 7:34 p.m.

A. Roll Call

3.0 CONSENT AGENDA

Commissioner Lahey moves and Commissioner Frazier seconds a motion to approve the Consent Agenda of the January 8, 2024, Regular Board Meeting, 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: Lahey, Frazier, Murdock, Goebel, Clarke and Kosloskus. Voting No, none. Absent: Vice President Duffy; **Motion Carried.**

4.0 COMMUNICATIONS AND CORRESPONDENCE

5.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

None.

6.0 EXECUTIVE DIRECTOR'S REPORT

Director Wilson walks the board through his report.

PUBLIC HEARING: BUDGET AND APPROPRIATIONS ORDINANCE

Prior to the Park Board meeting being called to order on Monday night, there will be a hearing for the 2024 Budget & Appropriations Ordinance.

Throughout the final months of 2023 the staff and board worked together to develop and review the 2024 fiscal year budget. At the December 2023 board meeting, the board and public received a presentation from Superintendent of Finance, Sheila Foy, summarizing the overall 2024 budget.

The Fiscal Year 2024 budget totals approximately \$29.8 million in total operating revenue and other proceeds, while operating expenditures and other expenses are approximately \$23.6 million. A resulting surplus from operations of \$6.2 million is budgeted. Reducing the operating surplus are Capital Expenditures of \$9.2 million and Debt Service of \$1.5 million, resulting in a bottom line deficit of \$4.5 million. This deficit is representative of the district catching up on deferred capital.

Attached is the Budget and Appropriations Ordinance which encapsulates the 2024 budget which has been on display for the public for over 30 days per requirements in State Statutes. It is also required by law to conduct a public hearing prior to adoption of the ordinance. Upon completion of the hearing, the Board may adopt the Ordinance during the course of the regular monthly meeting. A memo from Superintendent Foy about the ordinance is attached to this report and the agenda item can be found under New Business.

EFFICIENCY COMMITTEE

In 2023 a new law was passed in Springfield that required all units of local government who are not home-rule or a school district to do a decennial review of efficiencies and report it to their respective county. The report is due 18 months after the creation of the efficiency committee, which we created in 2023. The committee members are outlined by the state law that it must be the members of the board, the top executive of the district, and two members of the public. This committee will hold its first meeting on February 4, 2024 to review the initial information assembled by Superintendent of Operations Thomas. Additional meetings will be scheduled as 2024 progresses.

2024 MEETING SCHEDULE

Under New Business you will find the passage of the 2024 meeting schedule. A memo attached to this report outlines the schedule. There are multiple conflicts throughout the year in relation to the Committee of the Whole meetings which typically take place on the fourth Monday of each month. In March this would be during spring break, and in April it conflicts with Passover. In May it conflicts with Memorial Day. All of these meetings have been marked as TBD at this point. In November the Committee of the Whole meeting conflicts with the week of Thanksgiving and also falls during a time of year where additional Committee of the Whole meetings are scheduled for the review of the annual budget. At this time, we have decided to not mark November as a TBD month as we know there will be additional meetings that month. Similarly, in December, given the holidays, typically a late month Committee meeting would not take place, so it is not on this schedule either. Additional meetings may be scheduled outside of these dates, and any date on this calendar can also be changed if need be.

BID CONSIDERATION – GOLF CART BATTERIES

Under New Business is the consideration of the approval of bids for golf cart batteries. Attached to this report is a memo from Adam Kwiatkoski, General Manager of the Wilmette Golf Club, outlining the results of a public bid conducted this week for the replacement batteries for the District's fleet of golf carts. As you will see, there were three bids with a range from \$57,750 to \$132,000. The budget for this project is \$75,000, and the staff recommendation is to proceed with the low bid of \$57,750.

SURPLUS PROPERTY – MONDO INFILL AND SOD CUTTER

Under New Business is the consideration of a Surplus Property Ordinance. This is a requirement when the District disposes of capital assets. In this ordinance it would be for six bags of infill used on the turf fields at West Park that was purchased as a part of a larger capital project and is excess material that the District has tried to return for a refund for years but has not been able to. It is in excess of a 50 gallon drum of the material that we have from the initial construction of the fields. These bags simply are moved from place to place as seasonal equipment is put in and out of service and are truly surplus property. The second item is a sod cutter and has been experiencing ongoing mechanical issues and has reached its end of life.

7.0 UNFINISHED BUSINESS

8.0 NEW BUSINESS

8.1 CONSIDERATION OF ORDINANCE 2024-O-1 BUDGET AND APPROPRIATIONS ORDINANCE
Commissioner Frazier moves and Commissioner Murdock seconds a motion to approve the Ordinance 2024-O-1.

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

8.2 CONSIDERATION OF THE 2024 DRAFT MEETING SCHEDULE

Commissioner Murdock moves and Commissioner Goebel seconds a motion to approve the draft meeting schedule for 2024.

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

8.3 CONSIDERATION OF GOLF CART BATTERY BID

Commissioner Clarke moves and Commissioner Murdock seconds a motion to approve the lowest bid for golf cart batteries. Commissioner Clarke notes the disparity in bid pricing.

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

8.4 CONSIDERATION OF ORDINANCE 2024-O-2 SURPLUS ORDINANCE

Commissioner Goebel moves and Commissioner Clarke seconds a motion to approve Surplus Ordinance 2024-O-2.

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

9.0 ADJOURNMENT

There being no further business to conduct, Commissioner Clarke moves and Commissioner Frazier seconds a motion to adjourn the Regular Board meeting.

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

Minutes Approved on: **February 12, 2024**