



WILMETTE PARK DISTRICT

Regular Board Meeting

Meeting Minutes

Monday, February 12, 2024
7:30 p.m. – Village Hall Council Chambers

PRESENT

Commissioners: President Kara Kosloskus, Vice President Duffy, Patrick Lahey, Allison Frazier, Mike Murdock and Cecilia Clarke

Absent: Commissioner Julia Goebel

Staff: Executive Director/Secretary Steve Wilson

Visitors: Walter Keats

1.0 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

2.0 CONSENT AGENDA

Commissioner Murdock moves to approve the Consent Agenda, Commissioner Clarke seconds the motion.

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

3.0 COMMUNICATIONS AND CORRESPONDENCE

President Kosloskus states that the board acknowledges there was a lot of communication regarding camp registration. She points out there were a number of communications that went to the public this week with sincere apologies and disappointment with how registration was ultimately cancelled and rescheduled this past Tuesday. Director Wilson follows up with a statement.

4.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

None.

5.0 EXECUTIVE DIRECTOR'S REPORT

Director Wilson walks the board through his report.

SUMMER CAMP REGISTRATION

Commissioner Frazier acknowledges that the Recreation Center staff did a super fantastic job the day camp registration failed. She also acknowledges Superintendent Merrill's efforts to help people through the process with the little information we had at the time. Sometimes technology gets in the way and there are people behind it trying to make the machine work better. The Board and Director are committed to improving the process.

GILLSON PARK LANDSCAPE PLANS

At the last Committee of the Whole meeting, the Committee received a presentation from Upland Design about the proposed landscape plans for Gillson Park. During the presentation, the Committee asked some questions of the designer. The answers to those questions are outlined in a cover memo attached to this report followed by the landscape plans for your consideration. Please note that a couple items discussed at the Committee meeting resulted in a few alterations to the plan. This item will be under New Business due to the alterations.

BID CONSIDERATION – CUSTODIAL SERVICES

Under New Business is the consideration of the approval of bids for custodial services for the District. This is for the overnight cleaning of our facilities by an outside contractor. The bid process included a mandatory pre-bid meeting for all interested parties to ensure all bidders received the same information and knew the expectations of the District. Attached to this report you will find a bid recommendation memo from Superintendent Solberg outlining the low bidder as the recommended contractor. The bid amount is less than the amount budgeted for 2024, which was based on the current contract with the current contractor.

BID CONSIDERATION – POOL DRAIN COVERS

Also under New Business, the board will find a bid recommendation memo from Superintendent Solberg regarding the federally mandated safety drain covers for the Centennial Family Aquatic Center. The bid results are favorable compared to the budget of \$60,000.

BID CONSIDERATION – SEAL COATING

The last bid for the Board's consideration is for seal coating asphalt surfaces at various locations. Please see the recommendation from Superintendent Solberg and please note that the lowest bidder did not bid the proper product per Village Code, therefore are not the recommended contractor. In the end, the next best bid is slightly less than the budgeted amount by \$600.

SURPLUS PROPERTY – ELECTRONIC EQUIPMENT AND TRASH COMPACTOR MOTORS

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 the items being disposed of are various pieces of electronic equipment and two motors for trash compactors that are no longer needed with the new garbage service in Wilmette.

6.0 UNFINISHED BUSINESS

7.0 NEW BUSINESS

7.1 CONSIDERATION OF GILLSON LANDSCAPE PLAN

Vice President Duffy states he wasn't at the Committee of the Whole meeting, but has a question regarding the Gillson Landscape Plan. In his initial conversation with Director

Wilson, there were some trees planted in the main open space. He asks Director Wilson if those trees were moved out of the open space. Director Wilson responds that they were removed prior to the presentation at the Committee of the Whole, and also that the Committee asked questions about tree placement for operation, including our firework display on July 3rd.

Commissioner Frazier moves and Vice President Duffy seconds a motion to approve the Gillson Park Landscape Plan.

Vice President Duffy states that it is important to reiterate that any tree removals, not only invasive and non-native trees, but also trees that are impacting the deterioration of the dunes. Some trees will be removed and other plants put in their place to establish the dune growth again. He states it is important to publicly note that the landscape plan does include the removal of trees at Gillson, but trees will be replanted in substantial numbers [over the next 10 years].

Commissioner Clarke also reminds everyone that the Midwest is an oak savannah, not a forest. Many of the native species of birds that come here do not want a forest, but the understory, the growth and perennials underneath. Some of the trees being removed prevent the growth of those types of plants, and so it will be a healthier ecosystem.

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

7.2 CONSIDERATION OF CLEANING BID

Commissioner Murdock moves and Vice President Duffy seconds a motion to approve the cleaning bid.

Commissioner Murdock asks if there were multiple bidders on this. Superintendent Solberg states that there were three bidders around the same price, this one being the lowest. Commissioner Murdock also asks how long the contract is and if it allows for flexibility. Superintendent Solberg states that we have flexibility both ways; if we want to renew the contract, we can without going to bid. And if we want to cancel the contract at the end of the year, we can do that as well.

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

7.3 CONSIDERATION OF POOL DRAIN COVER BID

Commissioner Murdock comments that the next bid was almost double, so he is happy with this bid.

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

7.4 CONSIDERATION OF SEAL COATING BID

Vice President Duffy moves and Commissioner Clarke seconds a motion to approve the seal coating bid.

Commissioner Murdock states there was a lower bid, but they bid with the wrong product.

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

7.5 CONSIDERATION OF ORDINANCE 2024-O-3 SURPLUS ORDINANCE

Commissioner Clarke moves and Commissioner Murdock seconds a motion to approve the surplus ordinance.

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

8.0 ADJOURNMENT

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

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

Minutes Approved on **March 11, 2024.**