



**Wilmette Park District  
Committee of the Whole  
Board of Park Commissioners**

*Monday, July 28, 2025  
6:30 pm – Mallinckrodt*

**AGENDA**

**1.0 COMMITTEE OF THE WHOLE CALLED TO ORDER**

**1.1 ROLL CALL**

**2.0 COMMUNICATIONS AND CORRESPONDENCE**

**3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS**

**4.0 OLD BUSINESS**

**5.0 NEW BUSINESS**

**5.1 JUNE 2025 FINANCIAL UPDATE**

**5.2 BUDGET TIMELINE**

**5.3 VEHICLE LIFT DISCUSSION**

**5.4 RECREATION INTERN REPORT – PRESENTATION BY TJ BECHTOLD**

**6.0 ONGOING DISTRICT PROJECTS**

**6.1 GILLSON PARK COMPREHENSIVE PLAN**

**6.2 LANGDON SHORELINE PROTECTION PROJECT**

**6.3 SOLAR PANEL PROJECT AT CRC**

**6.4 CRC RESTORATION**

**6.5 HIBBARD PARK OSLAD DEVELOPMENT**

**7.0 ADJOURNMENT TO CLOSED SESSION**

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

*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 meeting will be 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 wishing to comment should raise their hands and will be permitted to speak once they are recognized by the President/Chairperson.
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. Each audience member will be permitted to speak only once. The President's/Chairperson's denial of or limitation on any request for an extension of time may be overruled by a majority of those Commissioners/Committee members present.
4. Questions are to be directed to the entire Board/Committee. Audience members are reminded that questions often require Board/Committee member or staff investigation or inquiry to obtain additional information before responding. As such, Board/Committee members may choose not to immediately respond to comments, and the issue instead may be referred to staff for additional consideration, or a Board/Committee member may pursue the issue at a future Board/Committee meeting. Lack of an immediate response to a question raised during public comment should not be interpreted as anything other than a commitment by the Board/Committee to take the issue under advisement for consideration and follow up or possible future action.
5. Park Board/Committee members may, by addressing the President/Chairperson, interrupt a presenter to obtain clarification and/or further information.
6. Personnel matters will not be addressed during "Recognition of Visitors."
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 attacks, 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/Committee members 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/Committee members present.

*Approved February 13, 2023*

**Wilmette Park District**  
**Policy for Written Communications and Correspondence from the Public**

The Wilmette Park District welcomes communications from its residents in all formats. When the communication is via email, and the intent of the resident is to have the communication included in the materials for the next public meeting, the below information outlines the process for inclusion in public meeting materials:

1. Any written communication or correspondence, including any attachments, that members of the public would like included in a Board or Committee meeting packet must be submitted to the following email address: [publiccomment@wilpark.org](mailto:publiccomment@wilpark.org).
2. The written communication will be included in the next public meeting, either Board/Committee meeting, unless specified otherwise by the resident.
3. All written communications submitted for inclusion in a Board/Committee packet shall pertain to public business of the Park District. Any communications unrelated to public business or that contain obscene, indecent, or profane language or imagery will not be included in Board/Committee packets.
4. The written communication must be received not less than two (2) business days prior to a meeting to be included in that particular packet. Written communications received after that time will be included in the next Board/Committee meeting packet.
5. When members of the public communicate directly with one or more members of the Board of Park Commissioners or staff using their individual Park District email addresses, the email will be included in the next Board/Committee packet if forwarded to [publiccomment@wilpark.org](mailto:publiccomment@wilpark.org) per the time constraints outlined above.

*Approved June 12, 2023*

**Michelle Parson**

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**From:** Lynn <lcabinette@yahoo.com>  
**Sent:** Thursday, July 17, 2025 3:03 PM  
**To:** Public Comment  
**Subject:** Re: [External] Driving range is a disgrace.

The driving range needs a complete overhaul. The high barriers are actually a hazard as it's very easy to hit them if your follow through is more around than up.

Thanks for your response. Lynn Cabin.  
Sent from my iPhone

On Jul 17, 2025, at 2:06 PM, Public Comment <publiccomment@wilpark.org> wrote:

Lynn,

I know you've had a chance to speak with Adam Kwiatkowski, so I may be repeating what he told you, but I wanted to make sure we replied to your email. Over the years we have tried to make improvements to the golf course by adding better equipment and more manpower so that the Maintenance Staff could improve conditions, added continuous cart paths and renovated the restaurant. A driving range renovation is in our plans and would be a great addition to our facility. We will work with staff to improve on the little things we can control, like straightening mats and providing tees.

Thanks again for your support of the golf course.

Margaret Resnick  
Interim Executive Director  
Wilmette Park District  
[www.wilmettepark.org](http://www.wilmettepark.org)  
847-256-9617

-----Original Message-----

From: Lynn <lcabinette@yahoo.com>  
Sent: Monday, July 14, 2025 4:04 PM  
To: Public Comment <publiccomment@wilpark.org>  
Subject: [External] Driving range is a disgrace.

I have been a league member for many years. I have always been impressed by the fabulous maintenance of the course.

The driving range, however is a disgrace. First of all, the partitions are too angled and too confining. (Have you ever bowled against a wall?). Second, the mats often don't have tees or the tees are way short or damaged. Third, the mats become dislodged and off center. And fourth, distance markers less than 100 yards need to be added.

It's a shame that the quality of the range is not even close to the high standard set by our beautiful course.

Sincerely, Lynn cabin.

Sent from my iPhone

**Michelle Parson**

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**Wilmette Park District  
Revenue and Expense Statement  
For the Month Ending June 30, 2025**

Total District	Through June 30			YTD Variance		Total Year Budget 2025
				Actual to Budget		
	Actual 2024	Actual 2025	Budget 2025	\$	%	
Revenue						
Property Taxes	\$4,004,138	\$4,015,317	\$4,191,860	(\$176,543)	-4.2%	\$8,027,916
Daily Fees	1,406,639	1,278,492	1,217,211	61,281	5.0%	3,015,720
Fee Revenue	8,101,707	9,243,008	8,868,595	374,413	4.2%	13,959,175
Membership Fees	2,796,768	2,810,991	2,693,475	117,516	4.4%	3,137,696
Rental Revenue	1,415,546	1,655,645	1,649,714	5,931	0.4%	2,639,067
Retail Sales	93,343	104,167	88,791	15,376	17.3%	214,570
Miscellaneous Revenue	<u>322,421</u>	<u>767,350</u>	<u>244,880</u>	<u>522,470</u>	213.4%	<u>667,952</u>
Total Revenue	\$18,140,562	\$19,874,969	\$18,954,525	\$920,444	4.9%	\$31,662,095
Expenses						
Salaries & Wages	\$5,682,118	\$6,163,559	\$6,212,995	(49,436)	-0.8%	\$13,603,039
Employee Benefits	1,399,539	1,502,372	1,564,932	(62,560)	-4.0%	3,460,341
Contract Services	2,430,766	2,420,445	2,513,989	(93,544)	-3.7%	5,218,386
Utilities	357,781	362,041	556,557	(194,516)	-34.9%	1,314,361
Supplies	758,026	754,180	788,275	(34,095)	-4.3%	1,603,336
Equipment and Repairs	<u>173,934</u>	<u>252,136</u>	<u>230,888</u>	<u>21,248</u>	9.2%	<u>430,364</u>
Operating Expenses	\$10,802,164	\$11,454,733	\$11,867,636	(\$412,903)	-3.5%	\$25,629,828
Operating Surplus (Deficit)	\$7,338,398	\$8,420,237	\$7,086,889	\$1,333,347	18.8%	\$6,032,267
Non-Operating Revenue						
Bond Proceeds	\$5,504,140	\$0	\$0	\$0	N/A	\$0
Capital Reimbursement	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>
Total Non-Operating Revenue	\$5,504,140	\$0	\$0	\$0	N/A	\$0
Non-Operating Expenses						
Capital	1,237,301	3,314,768	4,997,499	(1,682,731)	-33.7%	7,186,225
Capital - Special Recreation	24,943	92,011	70,000	22,011	31.4%	100,000
Debt Service	63,505	295,392	233,749	61,642	26.4%	1,937,498
Capital Transfer	0	0	0	0		0
Overhead Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>
Total Non-Operating Expenses	\$1,325,749	\$3,702,171	\$5,301,248	(\$1,599,077)	-30.2%	\$9,223,723
Net Non-Operating Surplus (Deficit)	\$4,178,391	(\$3,702,171)	(\$5,301,248)	\$1,599,077	-30.2%	(\$9,223,723)
Total Expenses	<u>\$12,127,913</u>	<u>\$15,156,904</u>	<u>\$17,168,884</u>	<u>(\$2,011,981)</u>	-11.7%	<u>\$34,853,552</u>
Net Surplus (Deficit)	\$11,516,789	\$4,718,066	\$1,785,641	\$2,932,425	164.22%	(\$3,191,456)

**WILMETTE PARK DISTRICT  
SUMMARY OF CAPITAL SPENDING  
THROUGH JUNE 30, 2025**

Location	Add location Here	SNLC -	Project Name	Project Description	2025 Budget	Carryover from 2024	2025 Unbudgeted Spending	YTD Spending	Projected Remaining Spend	Type	Updates for June
ADMINISTRATION OFFICE	Administration	Critical	Computer Hardware	Computer hardware (Laptops, Desktops, Servers and etc.)	109,978			39,251	70,727	Equipment	Ongoing
ADMINISTRATION OFFICE	Administration	Critical	Computer Software	Computer software (MS Office and etc.)	176,547			145,605	30,942	Software	Ongoing
ADMINISTRATION OFFICE	Administration	Critical	Facility Condition Assessment Process	Implement assessment - including ADA access to tennis courts	100,000			-	100,000	Building Improvements	Ongoing
CENTENNIAL COMPLEX	General Building	Not Critical	Car Charging Station	Add an electric car charging station		15,000		4,572	10,428	Equipment	Received the charger, targeting installation Q3
CENTENNIAL COMPLEX	Ice	Critical	Emergency Light Generator	Replace emergency light generator		135,000		-	135,000	Equipment	Targeting completion by first week of August
CENTENNIAL COMPLEX	Aquatics	Critical	Filter Room	Valves and Gauges are failing due to age (20 years)	20,000			9,929	10,071	Equipment	Ordered and waiting on receipt of the parts
CENTENNIAL COMPLEX	Building	Critical	Address rooftop maintenance access	Determine the future access to the rooftop	10,000			-	10,000	Equipment	Planning phase - waiting on quotes Q3
CENTENNIAL COMPLEX	Ice	Semi Critical	Replace floor and lobby at Ice entrance		75,000			-	75,000	Building Improvements	RFP should be published by end of August
CENTENNIAL COMPLEX	Ice	Critical	Sump pump replacement		25,000			-	25,000	Equipment	Waiting on quotes
COMMUNITY REC CENTER	Auditorium	Critical	Curtain Replacement		46,000			-	46,000	Building Improvements	Looking for vendors to bid on the project
COMMUNITY REC CENTER	Center Fitness Club	Critical	Facility Improvements and Equipment Replacement	Ongoing replacement of equipment and updates	20,000			3,145	16,855	Equipment	Received quotes, waiting on the CRC project to move forward
COMMUNITY REC CENTER	Center Fitness Club	Critical	Studio Equipment Replacement	Ongoing replacement of group exercise studio equipment	3,000			-	3,000	Equipment	Received quotes, waiting on the CRC project to move forward
COMMUNITY REC CENTER	General Building	Semi Critical	Floor replacement - tile only Front Entrance	Tile is currently cracking - safety issue	10,000	(10,000)		-		Building Improvements	Will be folded into CRC Sprinkler incident - Budget will be moved to that project
COMMUNITY REC CENTER	General Building	Not Critical	Update Lounge (where vending machines are located)	Floor, charging counter, new TV's, furniture and paint	15,000	(15,000)		-		Building Improvements	Will be folded into CRC Sprinkler incident - Budget will be moved to that project
COMMUNITY REC CENTER	General Building	Critical	TRANE/C10D01662/unit 6	Replacement of RTU that services Gymnastic area	200,000			-	200,000	Equipment	Targeting end of August installation
COMMUNITY REC CENTER	Gymnastics	Critical	Facility Improvements and Equipment Replacement	Ongoing replacement of equipment and updates	15,000			-	15,000	Equipment	Need Update
GILLSON PARK	Dog Beach	Semi Critical	Dog Beach Fence	Refencing of the dog beach including gate replacement	15,000			-	15,000	Equipment	Parks Planner started Monday. Will have update in August
GILLSON PARK	Park	Critical	Lakefront Infrastructure Design Work	Comprehensive Plan Development		34,440		-	34,440	Land Improvements	90% of punch list that can be completed is complete. Planting is the portion that is not yet complete.
GILLSON PARK	Park	Critical	Lakefront Infrastructure Implementation	Roads, sewers and sidewalks	3,525,000	574,882		2,109,515	1,990,367	Land Improvements	90% of punch list that can be completed is complete. Planting is the portion that is not yet complete.
GILLSON PARK	Tennis Courts	Semi Critical	Tennis court	Brick paver replacement	-			-	-	Land Improvements	Part of the Gillson project - this is complete
GILLSON PARK	Picnic Groves	Semi Critical	Picnic Tables	Replace wood. Reuse frames	5,000			-	5,000	Equipment	In the process of ordering
GILLSON PARK	Sailing	Critical	Sailing Shack, Shed and Observation Tower	Rebuild Shack to create more accessible and functional space and rebuild tower	60,000			797	59,203	Building Improvements	Parks Planner started Monday. Will have update in August



WILMETTE PARK DISTRICT  
SUMMARY OF CAPITAL SPENDING  
THROUGH JUNE 30, 2025

Location	Add location Here	SNLC -	Project Name	Project Description	2025 Budget	Carryover from 2024	2025 Unbudgeted Spending	YTD Spending	Projected Remaining Spend	Type	Updates for June
LANGDON PARK	Bluff and Beach	Critical	Shoreline Protection - Langdon	Material and Installation	500,000	213,978		106,783	607,195	Land Improvements	Shed needs siding and roof. Those items have been ordered.
MALLINCKRODT CENTER	Fitness Room	Critical	Equipment	Replace equipment in fitness room	5,000			-	5,000	Equipment	Planning on purchase, should be ordered by end of Q3
MALLINCKRODT CENTER	Fitness Room	Critical	Mallinckrodt Flooring Project	Hardwood floor can no longer be refinished, it must be replaced	25,000			12,872	12,128	Building Improvements	Targeting Q4 completion
MALLINCKRODT CENTER	Maintenance Building	Not Critical	Mallinckrodt Improvement	Ongoing maintenance for replacing windows, broken floor tiles, broken doors, etc	5,000			1,379	3,621	Building Improvements	Defining the project
PARKS DEPARTMENT	Facilities	Semi Critical	LED Light Upgrades	For various facilities	25,000			8,863	16,137	Equipment	Ongoing
PARKS DEPARTMENT	Hibbard	Critical	Hibbard Park Master Plan	ADA Improvements, Tot Lot Replacement, Ball Field Improvements, Landscaping and Picnic Shelter (net of requested grant)	900,000			186,182	713,818	Land Improvements	Ongoing - targeting a late fall completion
PARKS DEPARTMENT	Parks	Semi Critical	Landscape Work	Implementing landscape plans	40,000			18,121	21,879	Land Improvements	Horticulturist was hired in early July. Will have an update in August
PARKS DEPARTMENT	Various Locations	Semi Critical	Garbage Can, Park Benches and Water Fountain Replacements	For upkeep on the replacement schedules	30,000			23,695	6,305	Equipment	Garbage cans and fountains are complete. Working on benches.
PARKS DEPARTMENT	Vehicles	Semi Critical	Electric Gator		35,000			-	35,000	Vehicle	Moved to end of August
PARKS DEPARTMENT	West Park	Not Critical	Key System	Converting all District locks to a new system that the District controls	19,500			-	19,500	Equipment	Ongoing
PARKS DEPARTMENT	West Park and CRC	Not Critical	Seal Coat Parking Lots	West Park lot shared with Platform and CRC - all lots	35,000			-	35,000	Land Improvements	Parks Planner started Monday. Will have update in August
PARKS DEPARTMENT	Parks	Not Critical	Fencing	Update fencing where needed	5,000			1,047	3,953	Equipment	Ongoing
WILMETTE GOLF CLUB	Clubhouse	Critical	Replace RTU's (5 & 3)	Replace rooftop units #5 & #3	80,000			-	80,000	Equipment	Moving budget from Golf to Centennial. The RTU at Centennial needs attention now.
WILMETTE GOLF CLUB	Driving Range	Semi Critical	Driving Range Upgrade	Rebuild Driving Range	30,000			10,681	19,319	Outdoor Equipment	In process
WILMETTE GOLF CLUB	Equipment	Critical	Rough Mower	Replacement - 2019 6-7 Year Schedule	75,000			32,000	43,000	Equipment	We have received one of two parts
WILMETTE GOLF CLUB	Equipment	Semi Critical	Turbine Blowers	Replacement - (2) 15 Year Old Machines	30,000			18,350	11,650	Equipment	Received quotes not yet ordered
WILMETTE GOLF CLUB	Golf House	Not Critical	General upkeep of the building	Updates to usable living space	15,000			-	15,000	Building Improvements	Define project by end of July
WILMETTE GOLF CLUB	Maintenance Building	Not Critical	Golf Course Improvements	Rework the office area to add more offices, replace bay doors, add maintenance garage storage space	7,500		2,064	9,564	-	Building Improvements	Punch list is almost complete
WILMETTE GOLF CLUB	On Course	Critical	Drainage Improvements	Materials for subsurface golf course drainage installs	12,000			-	12,000	Land Improvements	Targeting fall completion
PARKS DEPARTMENT	Vehicles	Critical	School Bus		-	-	184,950	176,950	8,000	Vehicle	Waiting on seatbelts to be installed.

WILMETTE PARK DISTRICT  
SUMMARY OF CAPITAL SPENDING  
THROUGH JUNE 30, 2025

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CENTENNIAL COMPLEX	Ice	Critical	Roof Replacement (partial)	Roof replacement including moving the cooling tower off and back onto the roof	350,000		(350,000)	-	-	Building Improvements	Moved to 2026
CENTENNIAL COMPLEX	Aquatics	Critical	9 New lane lines and reel cover		12,500			10,104	2,396	Equipment	Invoices are coming
PARKS DEPARTMENT	Community Playfields/Shorewood	Critical	Resurfacing CPF and Shorewood		100,000			-	100,000	Land Improvements	Invoices are coming
GILLSON PARK	Lakeview	Critical	HVAC Unit Replacement	Upstairs	30,000			-	30,000	Equipment	Invoices are coming
CENTENNIAL COMPLEX	Ice	Critical	Replacement Rental Ice Skates (100 pairs)		10,000		265	10,265	-	Equipment	Complete
ADMINISTRATION OFFICE	Marketing		MarCom Office Buildout	Building Improvement			6,082	6,082	-	Building Improvements	Complete
COMMUNITY REC CENTER	General Building	Semi Critical	Ice Machine	Current unit is 8 years old	3,700		(148)	3,552	-	Equipment	Complete
PARKS DEPARTMENT	Parks	Critical	Parks Salt Spreader	Emergency purchase			6,585	6,585	-	Equipment	Complete
WILMETTE GOLF CLUB	General Building	Critical	Clubhouse Water Heaters (2)	replace 22 year old equipment	97,000		(10,821)	86,179	-	Equipment	Complete
WILMETTE GOLF CLUB	Restaurant	Critical	Undercounter kitchen refrigerator	Past it's life span (2003) - Is this the low boy coolers? Adam - \$9k	7,000		470	7,470	-	Equipment	Complete
WILMETTE GOLF CLUB	Vehicles	Semi Critical	Medium / Lite Duty Utility Vehicles	People movers/ tools / leaf material / grass clippings/ etc.	48,000		(2,720)	45,280	-	Vehicle	Complete
PARKS DEPARTMENT	Equipment	Semi Critical	Carpet Extractor	current unit is 20 yrs old	7,000		(632)	6,368	-	Equipment	Complete
PARKS DEPARTMENT	Equipment	Critical	Line Painter	Both line painters went out in 2024, we need a new one	25,000		896	25,896	-	Equipment	Complete
CENTENNIAL COMPLEX	Aquatics	Semi Critical	Diving Well	Replace gutter grates	10,000		(366)	9,634	-	Equipment	Complete
GILLSON PARK	Wallace Bowl	Critical	Theater Barn Garage Door		5,500		(25)	5,475	-	Equipment	Complete
GILLSON PARK	Equipment	Critical	Kubota	Utility vehicle to replace 1 Gator	30,000		(7,075)	22,925	-	Vehicle	Complete
CENTENNIAL COMPLEX	Aquatics	Critical	Boilers	3 boilers to be replaced (22 yrs)	81,000		(6,150)	74,850	-	Equipment	Complete
PARKS DEPARTMENT	Equipment	Not Critical	Aerator		55,000		(13,710)	41,290	-	Equipment	Complete
PARKS DEPARTMENT	Equipment	Semi Critical	Walk behind floor scrubber		10,000		428	10,428	-	Equipment	Complete
PARKS DEPARTMENT	Vehicles	Semi Critical	Salt Truck Dump Body Truck	Salt Truck Replacement Purchase Dump Body Truck		26,646	(3,564)	23,082	-	Vehicle	Complete
Totals					7,186,225	974,946	(193,470)	3,314,768	4,652,933		
PARKS DEPARTMENT**	Various Locations	Critical	ADA Accessibility (5.8 Levy)	ADA improvements	100,000			92,011	7,989	Equipment	
Totals					7,286,225	974,946	(193,470)	3,406,779	4,660,922		

# MEMORANDUM

**Date:** July 24, 2025

**To:** Board of Park Commissioners

**From:** Sheila Foy, Superintendent of Finance

**CC:** Chris Lindgren, Executive Director  
Adam Kwiatkoski, Golf General Manager  
Dave Merrill, Superintendent of Recreation  
Lindsay Thomas, Superintendent of Operations  
Josh Wallace, Superintendent of Parks and Planning



**Subject: 2026 Proposed Budget Calendar**

Below is the proposed timeline of events for the 2026 budget process. The dates within this timeline will bring us to a completed 2026 Budget and Appropriation Ordinance to be considered for approval at the January 12, 2026, Regular Board Meeting.

Date	Meeting/Event
August 25, 2025	Committee of the Whole Discussion of Uniform Fee and Salary Increases for 2026
September 30, 2025	2026-2035 Capital Plan Budget – first pass completed by staff.
October 27, 2025	Committee of the Whole – 2026 Operating Budget Discussion Parks and Planning Administration and All Funds except Recreation Draft 2025 Tax Levy Summary Truth in Taxation Resolution discussion
November 3, 2025	Committee of the Whole – 2026 Operating Budget Discussion All Recreation Facility and Program budgets
November 10, 2025	Regular Board Meeting – Board considers Truth in Taxation Resolution (proposed 2024 Tax Levy)
November 12, 2025	Committee of the Whole – 2026 Capital Budget Discussion using Financial Model
November 17, 2025	Additional Capital meeting if necessary

December 3, 2025	Committee of the Whole – Review and discuss the draft 2026 Operating and Capital Budget
December 8, 2025	Budget and Appropriations Ordinance goes on public display
December 8, 2025	Regular Board Meeting - Public Hearing Truth in Taxation Board considers – 2025 Tax Levy Ordinance Board considers - Tax Levy (PTELL) Reduction Resolution
January 12, 2026	Regular Board Meeting – Budget and Appropriations Public Hearing and Board consideration of the Budget and Appropriations Ordinance

# Memorandum



**Date:** July 28, 2025

**To:** Board of Park Commissioners

**From:** Chris Lindgren, Executive Director

**Re:** Automotive Lift

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## Background

The current automotive lift is 18 years old, with an anticipated useful life of approximately 20 years. It is a 31-foot-long, four-post lift rated at 25,000 pounds. The lift is primarily used by the Parks and Planning mechanic, but it also serves as a shared resource for the golf mechanic. This multi-use lift accommodates a wide variety of vehicles, including sedans, the Zamboni, and the park district buses.

## Current Condition and Recommendation

The lift recently failed its annual safety inspection. It requires the following major repairs: a new hydraulic cylinder, repair of the locking mechanisms, leveling mechanism repairs, and replacement of the degraded channel that holds the rolling jacks. The channel is no longer attached, and the manufacturer has declined to approve any welding repairs. As the lift is currently non-operational, we have had to send out \$4,422.61 worth of repairs over the past three months that would have otherwise been performed in-house. Additionally, we have repairs and PM's that are on the horizon and will need to be sent out because of the non-operational lift.

Given the extent of the repairs needed, the age of the equipment, and the essential role the lift plays in maintaining equipment and snow and ice equipment during the winter months, I recommend replacing the lift as soon as possible to ensure continuity of services.

We have received two quotes for a new automotive lift. The lowest responsive quote was submitted by Standard in the amount of \$79,897.35.

# Rotary Lift HGAC Equipment Quotation

Quote # : 2025406  
 Date: 5/7/2025  
 Requested By: Kevin Santullano  
 Quote Expires: 9/4/2025  
 Payment Terms: NET 60  
 Warranty: 1yr. Parts & Labor

Prepared By: Tammy Boldery

**\*If completion of installation is delayed more than one month due to governmental entity delays (i.e. electrical, etc.), Rotary can request partial payment for work completed. (both equipment and installation).**



**Note:** Quote for Equipment & Installation

**Project Name:** Village of Wilmette-Park District

Model No.	Description	Per Unit Price	Qty.	Extended Price
SM30N012	4-Post Closed Front 30,000 lb Capacity Lift, 307" Max Wheelbase, 40-1/4" Ramps	\$ 34,229.78	1	\$ 34,229.78
FC5414BK	Shim Kit 1/4" Total of 8" (Included in cost above)	\$ -	1	\$ -
RJ152BK	15,000 lb Capacity Rolling Jack For SM30	\$ 10,893.76	2	\$ 21,787.52
XXX86	Surcharge	\$ 1,792.56	1	\$ 1,792.56
XXX01CTT	Installation (See Scope of Work for Details)			
XXX01CTT	Remove & Haul Away old 4-Post Lift	\$ 1,100.00	1	\$ 1,100.00
XXX01CTT	Cut & pour concrete pads for proper anchoring of the lift (lift can not be moved forward or back from the current position)	\$ 2,200.00	4	\$ 8,800.00
XXX01CTT	Cost to install a Rotary 30K 4-Post lift with 2 Rolling Jacks w/ oil supplied by SIAE price includes 8" Shims	\$ 6,765.00	1	\$ 6,765.00
XXX82	Freight	\$ 5,422.49	1	\$ 5,422.49
	*Does not include any applicable fees or taxes			

**TOTAL PRICE: \$ 79,897.35**

**ADDITIONAL TERMS AND CONDITIONS:** By submitting a purchase order to Vehicle Service Group, LLC. (VSG), customer accepts and agrees to these terms and conditions as additional terms to the existing agreement between the parties referenced on the face of this quotation (Existing Agreement), notwithstanding anything to the contrary contained therein. All additional or different terms and conditions contained in Customer's purchase order are hereby rejected. No additional or different terms or conditions, or any modifications, changes, or amendments to these terms of the existing agreement shall be binding on VSG, unless expressly accepted by VSG in writing.

**DISCLAIMER:** Notwithstanding anything to the contrary in the Existing Agreement, VSG shall not be liable for any loss, damage or additional costs arising from unforeseen conditions affecting installation, including but not limited to contaminated soil, bed rock, in-floor heating system, high water conditions, or any other type of in-ground conditions. Customer acknowledges and agrees that Customer shall be responsible for any additional costs due to such conditions, in addition to the installation price set forth herein.

**DELAY:** Notwithstanding anything to the contrary in the Existing Agreement, if delivery of the equipment or completion of the work is delayed by more than thirty (30) days due to the acts or omission of Customer or any third party other than VSG or its sub-contractors, VSG may require Customer to render payment for equipment manufactured or delivered, and portions of the work completed, within thirty (30) days from the date of VSG's invoice, in the amounts set forth in such invoice.

\*Cancelled orders are subject to 20% restocking fee.

<b>HGAC Contract #:</b>	FL10-24A	<b>Vehicle Service Group, LLC</b>
<b>Contract Period</b>	2/28/2025	2700 Lanier Dr.
<b>CAGE#:</b>	7K311	Madison, IN 47250
<b>Tax ID #</b>	90-0501347	Tammy Boldery, Government Sales Leader
<b>DUNS #:</b>	831536169	800.445.5438 x 5655
		<a href="mailto:tboldery@rotarysolutions.com.com">tboldery@rotarysolutions.com.com</a>

## Memorandum

Date: July 28, 2025  
To: Board of Park Commissioners  
From: Josh Wallace, Superintendent of Parks and Planning  
Re: Project Updates



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### **Gillson Park Comprehensive Plan**

The majority of the work has been completed. The yard hydrant has been installed, and many of the punch list items have been addressed. Stop signs are scheduled to be installed the week of July 21. Gewalt Hamilton still needs to provide complete as-builts to the Village and close out the permit with MWRD, including submission of the Plat of Easements.

### **Langdon Shoreline Protection Project**

The siding has been installed on the guard hut, but still needs to be stained. Staff is currently working on the sail fence to help with the sharp curve and slope; once completed, the fence will be installed.

### **CRC Solar Panels**

Installation is complete on Roofs 1, 2, and 3, except for the ray tray used for wire management. On Roof 4, racking and ballast block installation is complete, and home run pulls are in progress. The ComEd shutdown is tentatively scheduled for the second week of August.

### **CRC Restoration**

A small portion of mitigation work remains. The adjuster for LJ Shaw is currently on vacation, and we are awaiting a final decision regarding full floor replacement in the main lobby. Staff is working with two vendors to obtain quotes for the full scope of reconstruction.

### **Hibbard Park**

The pickleball courts are currently curing and will require an additional three weeks. Fencing behind home plate at the baseball field is being installed. Pathway construction is expected to be completed by mid-August. Playground features are being delivered as they are received from the manufacturer.