



WILMETTE PARK DISTRICT
Regular Board Meeting
Meeting Minutes
Monday, September 8, 2025
7:30 p.m. – Village Hall Council Chambers

PRESENT

Commissioners: President Patrick Lahey, Vice President Allison Frazier, Patrick Duffy, Cecilia Clarke, Mike Murdock and Julia Goebel (arrives at 7:31 p.m.) (Please note: there are only six active commissioners at this time.)

Secretary/Executive Director: Chris Lindgren

Visitor: Mary Lawlor, Javier Santacruz, Ryrie Pellaton, Julie Ardianopoli, Walter Keats, T. Sean Ryan

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

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

1.1 ROLL CALL

2.0 CONSENT AGENDA

Commissioner Murdock moves and Vice President Frazier seconds the motion to approve the Consent Agenda of September 8, 2025.

Commissioner Murdock removes items 2.4 and 2.8 from the Consent Agenda. Commissioner Duffy asks what happens to large items that are approved as surplus. Director Lindgren states they are typically auctioned off.

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

3.0 COMMUNICATIONS AND CORRESPONDENCE

President Lahey states that everything received prior to the packet being published is included in the packet.

4.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

President Lahey explains public comment to the audience and states that the policy is located on page three of the packet.

There is no one from the public wishing to speak to the board.

5.0 STAFF REPORTS

5.1 EXECUTIVE DIRECTOR REPORT

Director Lindgren gives his report to the board.

Park Board Vacancy Update

On August 12th, the District issued a press release for the Board vacancy following Commissioner Kosloskus' departure. The application process was open that day with a deadline of September 2nd. We are pleased to announce that we received 12 applications for the vacancy including: (Thomas) Sean Ryan, Andrew Levy, Christine Quinn, Delia Conache, Gabriel Young, Holly Gilson, Javier Steve Santacruz, Rebecca Collings, Ryrie Pellaton, Stephen Allison, Julie Adrianopoli and Michael Himmelfarb. The Board will conduct interviews in September with an update on the status at the September 29th Committee Meeting. The final schedule of interviews will be determined by the Board and candidates will be notified accordingly.

IRS Notice for 2016 Tax year Update

The Internal Revenue Service contends that for tax year 2016, the District did not timely file the 1095 statement indicating employer health coverage. Staff did reach out to the Park District Risk Management Agency (PDRMA) for a recommendation of a tax attorney to help resolve the filing claim. We had a conference call to bring the attorney up to speed and will be negotiating the fee. We have high confidence in resolving this and it will be well within my spending authority.

NRPA Conference

The National Recreation and Park Association Annual Conference will take place September 16th -19th in Orlando, Florida. This conference is a great format for professional development, education, networking with peers, new products, services and recreational trends in our industry. Educational sessions from top professionals across the country share knowledge on many topics that bring great value to our staff and agency. We will be sending four staff this year from our agency.

New Trier Township Childcare Scholarship

This school year, New Trier Township is assisting 10 children from 8 qualifying families by covering 75% of their childcare costs at the Park District—an investment totaling \$35,689. In partnership with the Township, the Park District is covering the remaining costs, bringing the total support to 100% of childcare expenses for these families—an overall contribution of \$47,587. We greatly value our collaboration with New Trier Township and look forward to a successful school year supporting local families through accessible, high-quality childcare.

5.2 PARKS AND PLANNING REPORT

Superintendent Wallace gives the board the Parks and Planning report.

Gillson – Gewalt Hamilton still needs to provide complete As-Builts and close out the permit with MWRD, including submission of the Plat of Easements.

Langdon – The contractor is finalizing small punch list items on the guard hut. The sail safety fence has been installed. A final site walk through is scheduled for September 5, 2025.

Hibbard Park – The project is progressing well. The Shade structure is complete, the sidewalk is almost complete. Painting has begun on the pickle ball courts. The demolition and construction work on the playground is well underway and progressing well.

CRC Reconstruction – One quote was resubmitted with the missing components. LG Shaw is currently reviewing the quote. We anticipate the second proposal will be submitted in the week of September 1, 2025. This will then be submitted to LG Shaw for final review and comparison.

CRC Solar – ComEd had to change the cutover date to switch out the current transformer cabinet from September 6, 2025 to September 13, 2025.

Parks Division

Staff fabricated and installed the post and rope fence at Langdon Beach. Staff performed tree management and tree cleanup from the storms and removed dead trees. Staff also worked on updating the tree inventory. Athletic fields were mowed, lined, and laid out for soccer and football.

Memorial benches were assembled and installed. Staff repaired and maintained existing memorial sites. The team also coordinated with Go Green Wilmette to organize volunteer efforts. Staff performed trail and facility maintenance including fence replacement at Earlywine and upkeep on the Shorewood bike trail.

Building Services Division

Building Services staff carried out several facility upgrades, including patching and painting areas in the CRC, installing a sink at Lake View, and repairing the golf pond aerator. Annual fire sprinkler testing was completed district wide. The weather station at Sailing was replaced to ensure system reliability.

LED lighting upgrades continued in the CRC gymnastics lobby, furthering sustainability initiatives. Additionally, staff closed Safety Town at the end of programming. Over the past 30 days, staff have completed 56 work order requests this past month.

Commissioner Clarke asks about the path along Middle Drive which has edges with packed earth, but there is no vegetation currently planted there. She asks what the plan is for that area. Superintendent Wallace answers that the landscapers will come and remove all the weeds and grass and put new material down. This is a part of the punch list items. Commissioner Clarke asks if there will be any native plantings there. Superintendent Wallace says he asked staff to look at the landscape plan for Gillson's landscape to see if this fits the landscape plan.

5.3 GOLF REPORT

Adam Kwiatkoski, Golf Course General Manager, gives his report to the board.

High school golf season has begun on the golf course, which keeps the golf course busy as the season winds down.

The well has been repaired. Commissioner Goebel asks about the maintenance history of the well. Mr. Kwiatkoski states he was given a book of the initial drawings from 1994, and we have done some work to our irrigation, but he's not familiar with the preventative maintenance of the well since then. We are working with the well repair company to see what we need to expect for the other well in the future.

Temperatures have cooled and the golf course is rounding into nice shape. President Lahey commends staff for an awesome job on the well. He also points out the increase in junior memberships. President Lahey asks Mr. Kwiatkoski if the price point on junior memberships needs any adjustment. Mr. Kwiatkoski explains that we have always had a junior membership, but in a post-covid era we are seeing an explosion in interest in the game. We used to have 15-20 junior memberships, while currently we have 121 memberships this season. We have also become a place for high school students, and when Winnetka's course closed many of those golfers came over to us. Many of those golfers have stayed. The junior membership is \$600, and some kids will play enough to make it super valuable, but it's offset with enough kids who don't play very much (just like a fitness club). President Lahey gives credit to the golf course for making kids feel welcome there.

5.4 RECREATION REPORT

Superintendent Merrill presents the Rec report to the board.

August is a very busy month, transitioning from summer camp to school year programming. We have had a couple of really cool events, including the duck race fundraiser for the scholarship program at the pool, as well as we sent a bunch of Wilmette Tennis kids up to the U.S. Open in New York, and they got to participate in a program there with USTA youth tennis program.

We have grown our after school rec program and are no longer at Centennial and Lakeview Center after school. We are doing a lot of our after school rec programs in the schools. As a result, we are able to meet the need of more families after school.

Vice President Frazier asks Superintendent Merrill to talk about the changes in the junior counselor program. Superintendent Merrill explains that previously the program served the 7th and 8th graders that were pre-junior counselors. This is now set up so the people get the real experience and the intent is that the next year they become counselors here. Vice President Frazier says that the 7th and 8th graders were paying a fee that was on par with a regular camp. She asks if the 8th through 11th graders are paying to participate. Superintendent Merrill answers that there still is a camp fee for the program. Vice President Frazier asks if there has been any consideration given to price adjustments for next year, since 11th graders could be working elsewhere and earning income. Superintendent Merrill answers that they haven't looked at the numbers yet, but the

program was intentionally smaller this year to provide a more intense and robust experience. We certainly will look at the intent of the program and the value to the community and we will price it out accordingly.

Commissioner Duffy asks about the beach passes at the libraries, as it appears they were heavily used. He asks how well the program was received; Superintendent Merrill answers that he doesn't have the information just yet, but we will develop more of a story when we look deeper at who was using the passes. It was certainly successful.

5.5 OPERATIONS REPORT

Superintendent Thomas gives the board highlights from the Operations Report.

Block Party

Block Party is the second largest community event in Wilmette. We had over \$46,000 in sponsorships, our largest year yet. We still have a lot of swag that can be purchased upstairs at Village Hall. We had two secret shows this year in Wilmette Way that were very well attended and enjoyed by all. The Village and the park district came together to make this event a huge success. Superintendent Thomas highlights all of the departments at the park district that came together for this event, especially Parks & Planning.

Human Resources/Lakefront Feedback

Eric Gonzalez in Human Resources sent out evaluations to all beach staff at the end of the season. Staff have the opportunity in this evaluation to give feedback about their experience. Eric collected all the comments and passed them on to the full-time staff at the beach. Superintendent Thomas shares some of the positive comments with the board.

Future Packets

Moving forward, the park district is going to start cutting down the number of packets we print for public meetings. We will provide a QR code that attendees can scan to access the meeting information electronically. Some packets will still be printed, but we will attempt to reduce the amount of paper used for public meetings.

5.6 FINANCE REPORT

Superintendent Foy gives highlights of the Finance Report to the board.

Transition of the Purchase Cards

We have a training meeting with Fifth Third Bank to talk about how we will transition to Fifth Third Bank with the purchase cards. Now that summer is over, we wanted to get this process started to transfer the pcard.

RFP for Audit Services

Superintendent Foy has completed the RFP for audit services and staff will be distributing it this week.

Property Tax Bills

We received our extended levy last week. Superintendent Foy is not sure what this means for the issuance of property tax bills for the second half of 2025 but it is the document we use to create the 2025 tax levy.

Lease with MWRD at Canal Shores

The MWRD lease requires that we provide a statement of “no revenue” because there is some language in the lease where the MWRD would get a portion of the money if there is revenue. The (annual) reporting due to the MWRD based on the financials of Canal Shores has been delayed. Their financial statements were supposed to have been approved at their August Board meeting and that didn’t happen. I was told by the Canal Shore finance person that they are targeting approval at their September Board meeting. I have communicated that to the MWRD and as soon as we receive the financials, we will forward them.

Technology

Technology has been busy transferring iPads from summer camp to the schools.

6.0 UNFINISHED BUSINESS

6.1 CONSIDERATION OF CENTENNIAL FLOORING BID RECOMMENDATION

Commissioner Clarke moves and Commissioner Duffy seconds a motion to approve the bid for Centennial flooring. Commissioner Duffy says the alternate bid was to put a logo in the flooring and we are foregoing that option. Superintendent Wallace explains it is a specialized flooring that is built for skates.

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

7.0 NEW BUSINESS

7.1 CONSIDERATION OF RESOLUTION 2025-R-5 FOR THE EMERGENCY EXPENDITURE OF FUNDS WITHOUT COMPETITIVE BIDDING TO FACILITATE THE REPAIR OF THE WILMETTE GOLF CLUB WELL

Commissioner Duffy moves and Vice President Frazier seconds a motion to approve the emergency expenditure of funds for the well repair.

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

8.0 ADJOURNMENT TO CLOSED SESSION

There being no further business to conduct, Commissioner Duffy moves and Commissioner Murdock seconds a motion to adjourn to Closed Session for Section 2(c)3 of the Open Meetings Act.

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

Minutes Approved on: **November 10, 2025.**