



WILMETTE PARK DISTRICT

Committee of the Whole (Finance)

Meeting Minutes

Monday, September 15, 2025
4:00 p.m. – Village Hall

PRESENT

Commissioners: President Patrick Lahey, Vice President Allison Frazier, Patrick Duffy, Cecilia Clarke, Julia Goebel, Mike Murdock (Please note: there are only six commissioners on the board at the time of this meeting.)

Secretary/Executive Director: Chris Lindgren

Staff: Superintendent Sheila Foy, Superintendent Lindsay Thomas, Superintendent Josh Wallace, Superintendent Dave Merrill

Visitors: Mary Lawlor

1.0 MEETING CALLED TO ORDER

The meeting was called to order at 6:30 p.m.

A. ROLL CALL TAKEN

2.0 COMMUNICATIONS AND CORRESPONDENCE

All communications will be in the regular board meeting packet for increased visibility.

3.0 PUBLIC COMMENT/RECOGNITION OF VISITORS

None.

4.0 OLD BUSINESS

None.

5.0 NEW BUSINESS

5.1 CAPITAL PLAN DISCUSSION

The board received a spreadsheet of our capital plan. Commissioner Goebel explains that we will continue the conversation of what is operational and non-operational. We are using operational to describe items such as maintenance, end-of-life, safety, HVAC, upkeep, replacement of physical infrastructure. We are using non-operational to describe improvements and expansion, to improve the user experience. These are just general guides. Commissioner Murdock asks to see a definition of operational versus non-operational; Commissioner Clarke agrees. Director Lindgren says he is working with staff to create a master list for our asset management plan where we list out everything that is worth \$5,000 and up. He also talks about doing facility assessments, which would include things we don't always think about like water mains and windows, so we can manage the list and plan for future projects. Director Lindgren goes through some ideas he has had about how to save money on future capital projects and plans for the district.

The group decides to order the meeting by facility, with both operational and non-operational items listed under each facility.

Commissioner Murdock asks Superintendent Foy if there is any room in the hardware and software numbers for movement. Superintendent Foy has a detailed list of items and explains the replacement schedule for the majority of hardware. She goes on to explain that there is new hardware requested for preschool, which the board can decide not to purchase. President Lahey says the current replacement schedule for hardware makes sense to him on a \$15M revenue base, as he is familiar with technology replacement schedules, but he would like to talk about smartboards for preschool classrooms. Superintendent Foy says she is looking at the list of technology purchases for 2026 and the biggest pieces are the laptop replacements and the smartboards. Commissioner Murdock says he does not want to debate about smartboards, but he would like staff to take another critical look at the list.

Concerning the facility condition assessment process, Director Lindgren says he can put out an RFQ for quotes regarding the engagement of the community and potential work to be done at Big Tree Lane. This would allow for the district to put aside an amount of money that is more specific and tailored to the upcoming process. The board asks about the facility assessment that happened during the comprehensive and strategic plan. It is explained that the facility assessment that took place during the comprehensive and strategic plan was done by an architect to give each facility a general grade and did not go into detail. The assessment we are referring to now would be done by an engineer or general contractor who would populate a list and put dollars to each item.

Cameras

Commissioner Clarke asks why there is a huge jump and then a drop in the camera category after 2027. Commissioner Murdock asks how much we have spent to date on the camera project. Director Lindgren says that the spike in 2027 is to replace a significant portion of the cameras. Some commissioners bring up the fact that not all the cameras that were purchased in 2019 were installed. This year, those cameras were installed. Superintendent Thomas explains that in 2019 we purchased and installed cameras. Some cameras were never installed and have been sitting for two years. We realized and tried to have them installed in-house, but the cost and time were prohibitive. There were too many other priority projects so we tried to outsource the installation. We have an agreement and they are going around and finalizing the exact locations for all the cameras we did not install two years ago. Staff worked together to create a comprehensive priority list of places for cameras. Those cameras are being installed now. Next, a replacement schedule will be developed.

Centennial

The board asks if upgrading the locker rooms is necessary given the deteriorating building. Director Lindgren answers that it is a safety issue. The board removes the pool deck reconfiguration from the list of capital projects. They briefly discuss the Zamboni purchase and give staff direction to look into sponsorship. They run down the list and ask questions about significant items.

Pro shops

The board decides that the upgrades to the tennis and pro shops will happen in 2026 because they will improve the user experience and they are not high numbers.

CRC

Commissioner Murdock points out that in the last iteration the HVAC repair was listed as not critical, whereas now it has changed to critical. The board asks staff to look into any savings for making technical upgrades to the theater all at once. Commissioner Clarke asks about the building maintenance amounts, as it seems low. Superintendent Foy explains that these numbers were put in for each facility to offset maintenance costs, every-other year, but the number for the CRC in 2025 was pushed to 2026, which is why we see \$15,000 in both 2026 and 2027. Commissioner Murdock asks why we are doing the renovations of rooms (Rooms 115, 117 and 200) when the facility assessment has not taken place yet. Vice President Frazier supports these renovations that were pushed forward from 2025. She goes on to say that there are areas in the CRC that must be upgraded for programs. The board asks for clarification on the \$50,000 carpet replacement in the CRC. Superintendent Wallace explains that the carpet that will be replaced with the renovation stops by the vending machines and the original carpet picks up all the way down the Early Childhood Center and gymnastics. This money covers the new carpet, which will match the renovation and Superintendent Wallace believes this will make a difference to the feel and flow of the building. Commissioner Clarke asks about the dog beach fencing, stating it has been on the list for years and is in bad shape. Director Lindgren states that we need to bring the dog park up to compliance with the county and will need to fix the fence.

Gillson

Commissioner Duffy asks about the security vehicle and if we currently have a security vehicle. This would be a second vehicle and would allow more coverage of the beach. Commissioner Goebel asks to break the sailing tower and sailing shack into two line items to distinguish between safety and critical/non-critical.

Mallinckrodt

Vice President Frazier asks about the replacement of fitness equipment. The board questions whether there needs to be a new piece of equipment each year. It is clarified that the condos at Mallinckrodt do not have their own fitness center. President Lahey asks if we could inquire with Friends of the Library to pay for new book cases, if they are needed, since this is part of the Wilmette Public Library.

Parks

Vice President Frazier asks the Parks department to rethink the replacement schedule of playgrounds based on use coupled with aging. She gives Vattman as an example of a heavily used park that has pieces of equipment missing, and it is not on the schedule to be replaced for some time.

6.0 ADJOURNMENT TO CLOSED SESSION

There being no further business to conduct, Commissioner Murdock moves and Commissioner Duffy 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 **December 8, 2025.**