



President Hohnke called the Regular Meeting of the Board of Commissioners order at 7:00 P.M. Upon a roll of Commissioners being called, the following were present: Duffy, Hohnke, Coleman, Mahoney, Kubal. Staff present: Adams, Larsen, Knitter, Buchanan, Ritter, Karesh, Rhodes, Evans.

#### PRESIDENT'S REPORT

Recognition of Staff Milestone Anniversaries

President Hohnke offered congratulations to both Eber Hernandez (Aquatic Maintenance), Rachel Grimmer (Lifeguard), and Ashley May (Swim Instructor) on their five years of service as part of our aquatic staff.

President Hohnke also offered congratulations to Matthew Renas (Lifeguard) on ten years of service at Cypress Cove. Sincere thanks were extended to all.

President Hohnke noted that Commissioner Kubal had received an overwhelming number of votes in the 2009 Consolidated Election Results for Park Commissioner. Congratulations from all were extended to Commissioner Kubal on his reelection to the Park Board.

A Special Meeting (Budget Workshop) will be held Saturday, April 18, 2009 at 8:00 A.M. at the Community Center board room.

The Park District Calendar had been included in each commissioner's packet.

President Hohnke stated that he would be attending the Legislative Conference in Springfield next week.

#### PUBLIC PARTICIPATION

Mike Adams introduced Professor Greg Kuhn, Assistant Director at Northern Illinois University Center for Governmental Studies. He had expertise and experience in the recreational field to conduct strategic initiatives to best assess the communities recreational needs. Professor Kuhn was present this evening to give a brief overview of the proposal he had submitted to the district to complete a comprehensive needs assessment process. After addressing the Board, Professor Kuhn answered questions from the Board. President Hohnke thanked Professor Kuhn for attending the meeting.

#### STAFF REPORTS

##### Financing

Joan Larsen stated that she had no action items to bring before the Board. She noted that the new computer network installation project was complete and working quite well. New equipment for the pool addition had been ordered and configured. Installation of a data circuit in the new remote concession areas should be completed by May 1<sup>st</sup>.

The golf course compilation report had been completed. Finishing touches were being put on the budget in preparation for the annual budget meeting later this month. Preparation for the audit to take place this summer would begin after the annual budget meeting.

##### Planning

2a. Jenny Knitter had several change orders to bring before the Board. She began with Cypress Cove Family Aquatic Park, Phase 3 – Fencing, #08-03c-03, Change Order #1. This change order resulted from the need to add a gate to the north side of the park between the Spray Playground area and the Sun Hill to the north to promote ease of access for both patron use of the sun turf hill and maintenance needs.

MOTION by Kubal, seconded by Mahoney, to approve a net change order increase to Northern Illinois Fence Company's Contract in the amount of \$2,281.00 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Fencing, Project #08-03c-03 for change order #1. President Hohnke requested a roll call.

Upon a roll being called:

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

2b. Change order #2 was an add to the contract and was the result of an architectural error in the specified drawings. The drawings indicated an 8' height of the plumbing chase in the new South Concession Building, but it needed to be at 10'. Staff was negotiating any potential reimbursement from the Architects.

MOTION by Kubal, seconded by Mahoney, to approve a net change order increase to Cyberdyne Masonry's Contract in the amount of \$1,823.36 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Masonry, Project #08-03c-05 for change order #2 for modification of height o interior masonry wall.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

2c. Ms. Knitter stated that Change order #5 dealt with Cypress Cove Family Aquatic Park, Phase 3-Carpentry, CDP #08-03c-08. This change order was a deduct to the contract and a result of the sum of an owner decision to omit custom color at all doors and the need to add one fire rated door. Staff recommended the Board approve this change order.

MOTION by Coleman, seconded by Duffy, to approve a net change order decrease to Frontier's Contract in the amount of (\$285.20) for the Cypress Cove Aquatic Facility Expansion, Phase 3-Carpentry, Project #08-03c-06 for change order #5 to omit custom color for building doors.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

2d. Cypress Cove Family Aquatic Park, Phase 3-Painting, CDP #08-03c-08 had two change orders to discuss. Change Order #1 was a deduct and was a result of the owner's decision to delete painting in the Utility Room and Storage Room in the new south concession building.

Change Order #2 also was a deduct and was the result of the owner's decision to delete painting in the Filter Room in the new North Control Building near the Spray Playground Areas. After discussion, staff recommended Board approval.

MOTION by Coleman, seconded by Duffy, to approve a net change order decrease to Cote Decorating Co.'s Contract in the amount of (\$1,815.00) for the Cypress Cove Aquatic Facility Expansion, Phase 3-Painting, Project #08-03c-08 for change orders #1-#2 for delete painting in utility rooms.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

2e. Jenny Knitter stated that the next series of change orders dealt with Cypress Cove Family Aquatic Park, Phase 3-Electrical, CDP #08-03c-11. Change order #3 was an add to the contract and was the result of the owner's decision to install sound conduit on the north side spray play grounds.

Change order #4 also was an add to the contract and was the result of the owner's decision to install telephone/data outlets to exterior side of the Spray Play Control Building.

Change order #5 was an add to the contract. This change order was the result of the owner's decision to install an IPOD jack at the South Concession Building.

Change order #6 was an add to the contract and was the result of the owner's need to provide new feeds to existing irrigation pumps from the new controller at the Spray Play Control Building.

Staff recommended the Board approve these change orders. Thereafter, there was a

MOTION by Coleman, seconded by Duffy, to approve a net change order increase to Indicom Electrical Company's Contract in the amount of \$7,517.00 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Electrical, Project #08-03c-11 for change order #3-#6 for various electrical component additions.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

2f. The last series of change orders dealt with Cypress Cove Family Aquatic Park, Phase 3-Pools and Equipment, CDP #08-03c-12. Change order #1 was an add to the contract and was the result of the addition of the non-porous Aquaflex surface system at the ship wreck slide to replace the existing degraded tiles not included in the original contract scope and bid price.

Change order #2 was a deduct to the contract. It was the result of the deletion of the lane lines and storage reels, provided by owner from Hobson.

Change order #3 was an add to the contract. This change order was a result of the need to change the specified porous surface (Pebbleflex) under the spray playgrounds to a non-porous surface (Aquaflex), as per IDPH requirements.

Change order #4 was an add to the contract. This change order was the result of the need to change copper from 2" to 2-1/2" as recommended per heater manufacturer.

Board approval of all change orders was recommended by Staff.

MOTION by Coleman, seconded by Mahoney, to approve a net change order increase to B&E Aquatics Contract in the amount of \$6,953.09 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Pools, Project #08-03c-12 for change order #1-#4 for changes related to safety surface and filtration piping adjustments.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

Ms. Knitter had two contract approvals to present to the Board. The first dealt with Cypress Cove Family Aquatic Park, Virginia Graham Baker Compliant Grates. Ms. Knitter noted that the Virginia Graham Baker

Act was a national safety requirement. At the time of our IDPH inspection this spring, Cypress Cove's existing pools and new pools were required to have new grates over all drains. Mike Adams gave a brief background of this new law and grates. He noted that staff had researched various manufactures of the VGB Compliant Grates and consulted with our Aquatic Engineer who recommended the Aquastar grates. Staff recommended the Board ratify the Director's approval for the purchase and installation of the grates.

MOTION by Duffy, seconded by Coleman, to ratify the Executive Director's approval accepting a proposal from The Swim Store in the amount of \$11,257.50 for the purchase and installation of pool drainage grates to comply with the Virginia Graham Baker Act.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

The final contract approval Knitter presented dealt with Hobson Corner Park Development Project, CDP #09-02c-01. She stated that five bids had been received for this project. The base bid included the development of an interactive fountain with bubblers, shaded trellis, park benches, seating wall, walking paths, decorative fencing, overhead security lighting, drinking fountain, site furnishings, a portable restroom with an enclosure, comprehensive landscaping, and a bikeway trailhead map, tennis court resurfacing, parking lot resealing and line striping. The budget was briefly reviewed as well as the 12 alternates. Ms. Knitter stated that staff recommended Board acceptance of the low qualified bidder. The contract amount did include alternates #5 and #12. This project should be completed by early October.

MOTION by Duffy, seconded by Coleman, to accept The Kenneth Company as the low qualified bidder based on the contract base bid and alternates #5 and #12 and recommend approval of a contract in the amount of \$844,461.00 for the Hobson Corner Park Development Project, CDP #09-02c-01.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

#### Golf Course

With regard to the Village Greens Golf Course Fertilizer Purchase, Project VGEP #09-01c, Brandon Evans explained that staff had recently sought bids for five separate fertilizer products from 7 different bidders seeking competitive pricing for the 2009 maintenance program. A copy of the bid tabulation form was reviewed by the Board. Staff sought Board authorization to accept Bid #1 to purchase FFII fertilizer from the lowest bidder.

MOTION by Duffy, seconded by Coleman, to accept the low qualified bid of \$2,668 from Arthur Clesen for the purchase of FFII fertilizer as specified in bid package #1, 2009 Miscellaneous Fertilizers Purchase, VGEP #09-0-1c.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

Secondly, Evans stated that staff sought Board authorization to accept Bid #2 to purchase Fairway fertilizer (three fairway applications, composition recommended by Paskvan Consulting) from the lowest bidder.

MOTION by Duffy, seconded by Mahoney, to accept the low qualified bid of \$12,168.00 from Conserv FS for the purchase of fairway fertilizer as specified in bid package #2, 2009 Miscellaneous Fertilizers Purchase, VDEP #09-01c.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney  
NAYS: None  
MOTION CARRIED.

Next, Mr. Evans sought Board authorization to accept Bid #3 to purchase gypsum (soil amendment) from the lowest bidder. Thereafter, there was a

MOTION by Duffy, seconded by Coleman, to accept the low qualified bid of \$3,745.00 from Chicagoland Turf for the purchase of gypsum as specified in bid package #3, 2009 Miscellaneous Fertilizers Purchase, VGEP #09-01c.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney  
NAYS: None  
MOTION CARRIED.

Staff also sought Board authorization to accept Bid #4 to purchase 0-0-50 (greens) fertilizer. Conserve FS was the lowest bidder.

MOTION by Duffy, seconded by Coleman, to approve the low qualified bid of \$2,070.00 from Conserve FS for the purchase of 0-0-50 fertilizer as specified in bid package #4, 2009 Miscellaneous Fertilizers Purchase, VGEP #09-01c.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney  
NAYS: None  
MOTION CARRIED.

Mr. Evans briefly explained to the Board why the low bid from ProSource should be rejected for 22-0-22 with neutralene. The product from Arthur Clesen, which was slightly more expensive, had a longer release period which generally meant one less application per year, resulting in long-term savings. Thereafter, there was a

MOTION by Duffy, seconded by Coleman, to reject the low bid from ProSource in the amount of \$1,160.00 as specified in bid package #5 due to non-compliance of bid specifications.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney  
NAYS: None  
MOTION CARRIED.

MOTION by Duffy, seconded by Coleman, to approve the low qualified bid of \$1,186.00 from Arthur Clesen for the purchase of greens and tees fertilizer as specified in bid package #5, 2009 Miscellaneous Fertilizers Purchase, VGEP #09-01c.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney  
NAYS: None  
MOTION CARRIED.

For the Board's information, Mr. Evans said that Village Greens was not able to form a partnership with W5 Golf to provide matrix pricing and a call center due to their inability to secure an affiliate program with our

POS and internet tee time vendor, Fore Reservations. Evans anticipated a slight budget impact of less than \$10,000 as a result of having to hire more shop personnel than previously budgeted. They may look into forming a partnership with W5 Golf in the future.

The awards and recognitions Village Greens recently earned for completing the 1<sup>st</sup> phase of the Audubon Cooperative Sanctuary's Program for Golf Courses was reviewed. Evans stated that this program had been around a very long time. Not only did the golf course benefit from a PR standpoint but it makes staff rethink operations as to how to keep our course "green" as well as reduce costs and improve the environment.

#### Recreation

Don Ritter began by reporting that the summer brochures would be delivered to residents beginning Saturday April 18 with resident registration beginning on April 22<sup>nd</sup>.

Secondly, Mr. Ritter explained that last month staff had sent out an 18 question survey related to our fitness programs. The survey information received will assist staff in making improvements to the fitness program area. Suggestions received will be quite helpful. For example, 61% would like to see a fitness punch card offered. Offering a babysitting service was the most requested program. Mr. Ritter said this service will be offered this summer for a fee.

#### Aquatics

Cypress Cove Revised Fee Schedule Revision Approval

Julie Rhodes noted that staff requested Board approval to amend Cypress Cove's current approved fee schedule regarding children under the age of one year old. The most recently approved fee schedule charged all users of the facility regardless of age. Following further review and public comment regarding use of the facility or lack thereof by toddlers a decision was made to modify the fee schedule to admit children under the age of one at no charge.

MOTION by Duffy, seconded by Kubal, to ratify the decision to review the fee schedule for 2009 to admit children under the age of 1 year old free of charge for both daily admission and a season pass.

AYES: Kubal, Coleman, Duffy, Hohnke, Mahoney

NAYS: None

MOTION CARRIED.

Commissioner Duffy requested a breakdown of the number of passes sold to Downers Grove residents taking advantage of the Cooperative Agreement.

#### Parks

John Karesh informed the Board that the maintenance staff had been working to keep the Vincente wetland storm water drain clean of debris. This is the area adjacent to Westminster & Heritage Parkway. Karesh continued noting that even though they have been able to keep the storm water inlet pipe area clear, the drain pipes were clogged and the water could not drain out. The park district has hired a trapper to remove the beaver on the property who is most likely a contributor for some of the clogged pipes. However, there is a substantial amount of silt inside the manhole blocking the flow of water. Karesh explained that he had been in touch with the Village since it was their responsibility to clean clogged pipes. Mike Adams interjected that he had sent an email to the Village reiterating who was responsible for various aspects of storm water management. The Village and Park District will review the agreement and re-clarify responsibilities.

With regard to the problem of gypsy moth control, Karesh stated that the park district was currently working with the Village to conduct an aerial spraying of Castaldo Park and Hawthorn Hill Woods and surrounding

areas. The costs of these applications will be shared by the Village and Girl Scouts Camp Greenwood. Karesh went on to explain that egg masses had been found at some of our other parks. Lake Harriet was included in the plans for aerial spraying. The other parks with small infestations will be managed in house at this time.

Marketing

Megan Buchanan stated had no action items to bring before the Board. She noted that the monthly e-newsletter was sent out April 1<sup>st</sup>. A targeted email was sent out March 26<sup>th</sup> to promote the extended registration deadline for Girls Softball. Online registration was down in March but had recently increased with the purchase of Cypress Cove passes.

The summer activity guide was sent to the printer March 27<sup>th</sup> and scheduled for delivery beginning April 18<sup>th</sup>. Park calendar and camp web pages will be updated to reflect summer programming. The web site will be updated also.

Ms. Buchanan informed the Board that Fox Chicago had heard of our Cell Phones for Soldiers program through TribLocal and asked us to submit photos for their "Good Day Shout Out" segment. The Park District's video aired March 17<sup>th</sup> and was also posted on their web site. Buchanan said TribLocal was a very worthwhile paper and provided favorable recognition for the District.

To conclude her report, Ms. Buchanan explained that she had been following up with last year's Jubilee sponsors and contacting potential new sponsors. Sponsorship was down this year because of the state of the economy.

CONSENT AGENDA

MOTION by Duffy, seconded by Mahoney, to approve Consent Agenda items 1 through 22 for a total amount of \$846,090.37:

1. Regular Board Meeting Minutes .....March 10, 2009
2. Vendor Payment & Payroll Ratification Report (3.05/09-04/09/09)..... \$846,090.37
3. Hobson Corner Park-Aquatic Design Consultants, CDP #08-01ca-01(Payout 3).....\$1,440.00
4. Hobson Corner Park-Aquatic Design Consultants, CDP #08-01ca-01(Payout 4).....\$710.00
5. Hobson Corner Park-Civil Engineering Consultants, CDP #08-01ca-02 (Payout 3).....\$3,448.50
6. Village of Woodridge, Heritage Bikeway Engineering.....\$1,004.91
7. Meadowview Play Equipment Damage Replacement Proj. CDP #09-01pc-01 (Payout 1).....\$13,686.20
8. Cypress Cove Family Aquatic Park, Phase 3, Free Standing Wall-Block Purchase (Payout 1) ..\$7,560.36
9. Cypress Cove Family Aquatic Park, Phase 3, Free Standing Wall-Block Installation (Payout 1) \$5,200.00
10. Cypress Cove Family Aquatic Park, Phase 3, Site Furnishings Owner Purchase (Payout 1)....\$16,914.00
11. Cypress Cove Family Aquatic Park, Phase 3, Permabrella Purchase (Payout 1).....\$20,855.44
12. Cypress Cove Phase 3, CA #07-01c (Payout 21).....\$6,443.25
13. Cypress Cove Addition-Construction Management Services, CA #07-02c (Payout 11) .....\$28,182.78
14. Cypress Cove Addition-Excavation, CDP #08-03c-01 (Payout 4)..... \$10,732.03
15. Cypress Cove Addition-Concrete, CDP #08-03c-04 (Payout 6).....\$63,117.00
16. Cypress Cove Addition-Carpentry, CDP #08-03c-06 (Payout 7) ..... \$96,600.27
17. Cypress Cove Addition-Roofing, CDP #08-03c-07 (Payout 2)..... \$1,161.00
18. Cypress Cove Addition-Painting, CDP #08-03c-08 (Payout 1) ..... \$13,711.50
19. Cypress Cove Addition-HVAC, CDP #08-03c-09 (Payout 6) ..... \$12,420.00
20. Cypress Cove Addition-Plumbing, CDP #08-03c-10 (Payout 10) ..... \$11,250.00
21. Cypress Cove Addition-Pools and Equipment, CDP #08-03c-12 (Payout 9).....\$91,408.85
22. Cypress Cove Addition-Pools and Equipment, CDP #08-03c-12..... (Payout 10) \$40,000.00

There being a roll call,

AYES: Coleman, Duffy, Hohnke, Mahoney, Kubal  
NAYS: None  
MOTION CARRIED.

## DIRECTOR'S REPORT

### Action Items

#### License Agreement for Use of Cypress Cove Grounds

Mike Adams briefly explained that last year the Board had approved a license agreement with the Rotary Club to utilize Cypress Cove parking lot and grounds to operate a mini triathlon. Rotary wishes to again run this event: August 16, 2006 Mini-Triathlon. Staff recommends Board approval of a license agreement for this event.

MOTION by Duffy, seconded by Coleman, to approve a license agreement dated April 14, 2009 with the Rotary Club of Woodridge to hold a Mini-Triathlon at Cypress Cove Family Aquatic Park on August 16, 2009.

AYES: Coleman, Duffy, Hohnke, Mahoney, Kubal  
NAYS: None  
MOTION CARRIED

#### Comprehensive Needs Assessment Consultant Services Proposal Approval

Mr. Adams reviewed the pros and cons of two consultant's proposal received. He indicated both consultant's were qualified to complete a comprehensive needs assessment of the community's recreational and park needs. After a thorough review of the proposals and reference checks, Adams stated that based on Leisure Visions experience in assessing needs of primarily recreational service providers around the country and Illinois, their staffing resources, quality of data in which to compare results, and presentation of data/results staff recommended to accept Leisure Vision's proposal. After further discussion, there was a

MOTION by Duffy, seconded by Kubal, to approve a proposal from Leisure Visions to complete an attitude and interest needs assessment survey, public focus groups exercise, stakeholder interviews, and benchmarking as presented to assess the park, facility, and recreational needs of the community.

AYES: Coleman, Duffy, Hohnke, Mahoney, Kubal  
NAYS: None  
MOTION CARRIED

#### FY2009-2010 Salary & Wage Scale Approval

Mike Adams reiterated that Board approval of this schedule was done annually. A majority of adjustments were required to comply with the minimum wage increase. Board approval was necessary to finalize the budget. After brief discussion regarding the potential need and plans to adjust one salary due to the minimum salary exceeding current salary, there was a

MOTION by Duffy, seconded by Mahoney, to approve the Salary and Wage Scale as presented to Fiscal Year 2009/2010.

AYES: Coleman, Duffy, Hohnke, Mahoney, Kubal  
NAYS: None  
MOTION CARRIED

## COMMITTEE REPORTS

### SEASPAR

Mike Adams informed the Board of SEASPAR's plans to enroll in the Illinois Municipal Retirement Fund. SEASPAR was part of IMRF from 1976 to July 1989. At that time, SRA's learned they were not officially in the plan because their employees were technically employees of the administrative districts. Adams explained the various options presented to SRA's at that time. SEASPAR opted out of the IMRF program and established a 457 Deferred Compensation Plan. SEASPAR has been discussing the need to enroll in IMRF for the past three years in order to mirror the benefits package of its peer agencies in order to stay competitive in the hiring, retain employees and provide a more secure retirement investment for both the employee and employer. The cost to enroll was approved in the levy extension and proposed for the upcoming budget. SEASPAR will be seeking approval in the near future.

Adams pointed out that existing employees are able to buy back their years of service above and beyond the initial 5 year automatic service credit, if SEASPAR joins IMRF. The action of an employee to purchase previous years of service is not discretionary with the employer. Therefore, if any employee elects to purchase previous years of service, there will be an employer liability (to contribute at the employers contribution rate) to an employees past years of service. The potential financial impact is being evaluated based on different scenarios of employees with extended years of service. Mr. Adams said the action will need to be considered by the SEASPAR Board for official action.

#### JUBILEE

The final 2008 P&L Statement was received from the Village. The statement came in at a net loss as the park district expected. Julie Rhodes stated that the park district will ask the Village to supply these numbers to us sooner next year.

#### OLD BUSINESS

##### NIMEC Electrical Energy Bid Results

Mr. Adams reiterated that the bid results were favorable. The District will consider asking for rate for a two year contractual period. Discussion ensued.

#### ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Duffy, seconded by Coleman, to adjourn the meeting at 9:35 P.M. ALL AYES. MOTION CARRIED.

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Brian Coleman Secretary