



President Hohnke called the Regular Meeting of the Board of Commissioners order at 7:04 P.M. Upon a roll of Commissioners being called, the following were present: Coleman, Duffy, Hohnke, and Mahoney. Staff present: Adams, Larsen, Knitter, Evans, Karesh, Pettit, Ritter, Rhodes. Absent: Commissioner Kubal.

OTHERS IN ATTENDANCE: Tania Deacon, 7629 Larchwood Lane, Woodridge; Melissa Tussing, 75735 Grant Street, Darien; Ed Hartig, 351 Twin Creek Drive, Bolingbrook; Players and Parents of U-12 Girls Storm Soccer Team.

PRESIDENT'S REPORT

Recognition of Staff Milestone Anniversaries

President Hohnke offered congratulations to the following staff members for five years of service to the Woodridge Park District:

Tania Deacon (Concession), Elizabeth Dudek (Deck Attendant), Kristin Fields (Lifeguard), James Kluga (Lifeguard), Allison Linowski (Deck Attendant), Alyssa Piorkowski (VG Cook), Adam Prekwas (Deck Attendant).

President Hohnke offered congratulations to Marcia Stranski (VG Food & Beverage Manager) for 10 years of service and Jose Barrios (Golf Course Maintenance) for 15 years of service to the Woodridge Park District.

President Hohnke offered congratulations to the Finance Department for receiving the GFOA Certificate of Excellence in Financial Reporting, 2010.

President Hohnke offered congratulations to the Senior Citizen Golden Years Program who is the recipient of the 2011 Prologis/Village of Woodridge, \$1,000.00 grant.

President Hohnke stated that the Woodridge Elected Officials Inauguration will take place Sunday, May 1, 2011 at 3 pm at the Village Hall.

STAFF REPORTS

Finance

Larsen noted that the Finance Department is busy with seasonal hires and preparing for the year end close. Final touches to the budget are ongoing for the presentation at the May board meeting. The compilation work papers have been turned over to Sikich for preparation of the compilation report for Village Greens.

Larsen stated that the schedule for this year's audit has been finalized. Preliminary fieldwork is scheduled for May 16 and final fieldwork is scheduled to begin July 11. Sikich is scheduled to present the audit at the October 11 board meeting.

Larsen noted that our new Human Resources Generalist, Jennifer Riippi, is scheduled to begin her career at the Park District on April 19. Jennifer has a broad background in HR Administration.

Larsen concluded her report stating that the Cash Investment Summary report for the 1st quarter of 2011 still shows low yields on all cash investments. The average rate for Harris money market account balances was .34% while the IPDLAF earned .22%. The report recaps all investment information.

Planning

2a. Jenny Knitter began her report with an action item in regards to the 2011 Cypress Cove and WPD Maintenance building parking lot asphalt seal coating project, ACRP#11-01c-01. Due to the bids exceeding the State bid requirement of \$20,000.00, Staff requests the Board reject all proposals received for this project.

MOTION by Coleman, seconded by Duffy to reject all proposals for the 2011 Cypress Cove and WPD Maintenance building parking lot asphalt seal coating project, ACRP#11-01c-01, due to bids exceeding the state bid requirement.

President Hohnke requested a roll call.

Upon a roll being called

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

Absent: Kubal

MOTION CARRIED.

2b. Knitter's next action item was to seek Board authorization to bid the 2011 Cypress Cove and WPD Maintenance Building Parking Lot Asphalt Seal coating Project, ACRP#11-01c-01.

MOTION by Coleman, seconded by Duffy to authorize staff to bid the 2011 Cypress Cove and WPD Maintenance parking lot asphalt seal coating project.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

Absent: Kubal

MOTION CARRIED.

2c. Knitter's next action item was in regards to the 2011 Asphalt Resealing Project, staff seeks Board authorization to accept the low qualified bidder's unit prices for resealing work as bid per the Village of Woodridge's 2011 MFT Seal Coating Project pending Village of Woodridge acceptance of a contract agreement with the low qualified bidder and approve reimbursement to the Village based on final unit price values for the work related to the 2011 Asphalt Resealing Project, CRP#11-01c-01 and Cypress Cove and Maintenance Facility Parking Lots.

MOTION by Coleman, seconded by Duffy to accept the low qualified bidder's unit prices for the resealing project, CRP#11-01c-01.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

Absent: Kubal

MOTION CARRIED.

2d. Knitter's next action item was in regards to Orchard Hill Phase 6 Lighting Project, staff seeks Board ratification of the Executive Director's approval of a contract in the amount of \$7,990.00 from Professional Service Industries, Inc., to drill soil borings, perform lab testing, and report results for the Orchard Hill Phase 6 Lighting Improvement Project – Soil Borings, CDP#11-01pc-01.

MOTION by Duffy, seconded by Coleman to approve the contract with Professional Service Industries, Inc., in the amount of \$7,990.00, to drill soil borings, perform lab testing and report results, #CDP#11-01pc-01.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

Absent: Kubal

MOTION CARRIED.

2e. Knitter's next action item was in regards to Orchard Hill Phase 6 Lighting Improvement, staff seeks Board ratification of the Executive Director's approval of a service contract for Com Ed Engineering services in the amount of \$5,000.00 to complete electrical power supply for Orchard Hill Phase 6 Lighting Improvement Project, CDP #11-01pc-02.

MOTION by Duffy, seconded by Coleman to approve the service contract with Com Ed Engineering for service fees in the amount of \$5,000.00 for the Orchard Hill Lighting Project, CDP#11-01pc-02.

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

2f. Knitter's next action item was in regards to Hobson Corner Spray Pad Repairs, staff seeks Board ratification of the Executive Director's approval of a contract agreement with Fountain Technologies based on Time and Materials (cost) plus overhead & profit to repair and test electrical and filtration systems for the Hobson Corner Spray Pad Repairs Project, MSP#11-01pc.

MOTION by Duffy, seconded by Coleman to approve the service contract with Com Ed Engineering for service fees in the amount of \$5,000.00 for the Orchard Hill Lighting Project, CDP#11-01pc-02.

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

2g. Knitter's next item is a change order approval for Orchard Hill Park, Phase 5, staff recommends Board ratification of the Director's approval of Change Order #5 in the amount of \$5,388.25 to install additional drainage tile for Orchard Hill Park, Phase 5, Irrigation & Drainage Development Project, CDP#10-05c-01.

MOTION by Duffy, seconded by Coleman to approve Change Order #5 in the amount of \$5,388.25, to install additional drainage tile for Orchard Hill Park, Phase 5, Project CDP#10-05c-01.

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

Knitter continued her report with information regarding Orchard Hill Park – Phase 6. Staff is continuing to work with our electrical engineering consultant, Primera, to finalize the lighting/electrical design and cost estimate for the project. Staff has also met with the Village Building and Zoning department for a preliminary review of this project which resulted in very few comments. Primera will be assembling a review set of drawings for permit submittal in mid April. Bid timeline pending notice of the PARC Grant.

Knitter noted the pumping station/wet well installation is currently underway. The pond will be drained for a couple days during this process. Additional drainage and final rolling and finishing of the fields will be completed by April 8.

Knitter stated that staff will be assembling a RFP to go out in early April to get various designs for the replacement of the playground equipment at Caddie Corner Park.

Knitter continued her report noting that in regards to Janes Avenue Park, Phase 4 – Skate Park, currently, Illinois Department of Natural Resources is processing our payout for OSLAD grant reimbursement. Knitter also stated that staff met with the contractor to investigate and discuss the condition of the concrete. The contractor has proposed an epoxy finish over the entire surface to ensure that the cracking/spalling of the surface stops and to put a consistent finished color

over the entire surface. Staff has requested other applications of this technique to observe in the field and discuss any issues or problems with the owners. We are waiting on that information from the Contractor. Once we have investigated this option and determined that it is feasible in our climate and environment, staff will determine whether to allow the contractor to perform a test application of the epoxy surfacing in a small area of the skate park. If we allow this technique as an option, it will require weather to be 50 degrees and dry for 5 days and during this time the skate park will be closed. If this is not acceptable, we will require the contractor to demo the existing concrete and replace. This process will take 4 weeks and require the skate park to be closed during the entire construction period.

Knitter concluded her report stating that staff is coordinating the repair of the problems associated with the winter flooding of the vault at Hobson Corner Park. Fountain Technologies is testing our equipment to determine what equipment is still operational. Staff expects to receive results this week.

The Maintenance Department has purchased the materials and will apply this textured coat to the spray pad area after the above repairs have been determined and weather permits to be completed before we open for the season.

Golf Course

3a.1 Brandon Evans began his report with an action item seeking Board approval to accept the lowest qualified bid from Chicagoland Turf in the amount of \$4,284.00 for soil conditioner, VGEP#11-01c.

MOTION by Duffy, seconded by Mahoney to accept the bid from Chicagoland Turf in the amount of \$4,284.00 for soil conditioner.

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

3a.2 Evans' next action item is seeking Board approval to accept the lowest qualified bid from Arthur Clesen, Inc., in the amount of \$10,800.00 for the purchase of custom fairway fertilizer, VGEP#11-02c.

MOTION by Duffy, seconded by Mahoney to accept the bid from Arthur Clesen, Inc., in the amount of \$10,800.00 for custom fairway fertilizer.

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

3a.3 Evans' next action item is seeking Board approval to accept the low qualified bid of \$1,335.00 from Conserve FS for the purchase of potash greens fertilizer, VGEP#11-01c.

MOTION by Duffy, seconded by Mahoney to accept the bid from Conserve FS in the amount of \$1,335.00 for potash greens fertilizer.

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

3a.4 Evans' next action item is seeking Board approval to accept the low qualified bid of \$2,950.00 from Arthur Clesen, Inc., for the purchase of potash-muriate insecticide, VGEP#11-01c.

MOTION by Duffy, seconded by Mahoney to accept the bid from Arthur Clesen, Inc., in the amount of \$2,950.00 for potash-muriate insecticide.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

ABSENT: Kubal

MOTION CARRIED.

3b. Evans next action item is seeking Board approval of Fuerte Systems, Inc., as the low qualified bidder, and accept a contract in the amount of \$26,672.86 to complete the Village Greens 10th Tee Paving Project, VGCDP#11-01c-01.

MOTION by Duffy, seconded by Mahoney to accept the bid from Fuerte Systems, Inc., in the amount of \$26, 672.86 to complete the Village Greens 10th Tee Paving Project.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

ABSENT: Kubal

MOTION CARRIED.

Evans noted that opening day of the 2011 golf season was March 17th. We hosted 783 rounds of golf in March, down from the past 2 seasons but consistent with our 16 year average.

Evans concluded his report stating that the driving range improvements are continuing to progress. Additional mounding for aesthetics and safety purposes should be completed by May 31st. The unlimited driving range program sold out at 150 memberships (\$15,000) before March 31st.

Recreation

Don Ritter introduced Dan Peboontom (Athletic Supervisor), who presented the 2010 Coach of the Year Award, to Ed Hartig, Coach of the U-12 Girls Storm Soccer team. Ed has been an assistant coach for the Woodridge Soccer Association off and on since 1989. In 2009 Ed became the head coach of the U-12 Girls Storm Soccer team. Ed received several votes and great comments on the nomination forms. To show our appreciation, Ed received a gold whistle and fleece jacket from the Woodridge Park District. Other nominees included David Arrendondo, Frank Laraia and Tom Senne. The Board offered congratulations to Ed and thanked him and the other nominees for all their hard work and dedication.

Ritter began his report with an action item in regards to Janes Avenue Baseball Park, portable fence agreement; staff recommends Board approval authorizing staff to enter into an agreement with FlexFence Southwest for the purchase of the portable outfield fence at a cost of \$8,000.00, with the cost of the purchase to be equally shared with the Woodridge Athletic Association.

MOTION BY Mahoney, seconded by Coleman to approve the purchase of the portable outfield fence for Janes Avenue Baseball Park.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

ABSENT: Kubal

MOTION CARRIED.

Ritter continued stating that Girls Softball will be starting practices the week of April 11th, with games scheduled to begin May 14th. Uniforms and hats will be provided by Jewel Food Stores for the Instructional and Minor League divisions. Jewel is also donating an additional \$100.00 per team (\$800.00 for the program) as part of this sponsorship agreement.

Ritter noted that WSA Spring season is scheduled to begin April 16th. Coaches received their equipment kits provided by Sports Authority. The kits include 2 soccer balls, water bottles, training cones, and a coaches' clip board.

Ritter stated that our annual Road Rally event is scheduled for April 30th, we co-op this program with four other local park districts. Currently, participation stands at 46 teams.

Ritter concluded his report stating that the recreation staff is busy with the start of spring programs and the preparation for summer programs. The hiring process for the summer camp program has been completed. Final details for Motion Explosion (May 6) are being worked out. A new "Stroller Fitness" program for moms is scheduled to begin on April 20th; this is cooperative program with the Lisle Park District.

Aquatics

Julie Rhodes began her report by stating the Early Bird pass sales for Cypress Cove began on Monday, March 28th and will continue through Saturday, April 16th, at the Community Center. The regular pass sales will begin on Monday, April 18th.

Rhodes continued to note that both Darien and Downers Grove released their cooperative agreement residency verification letters the first week of April.

Rhodes stated that registration for all Aquatic Programs began on March 16th.

Rhodes concluded her report by stating that as of March 31st, 64 group outings have been booked. The projected revenue for Group Outings currently booked is \$9,549 which is 167% of March 2010 total bookings of \$5,694.

Parks

John Karesh began his report stating that 2011 spring soccer season is set to begin April 23rd. All soccer fields including Janes Park baseball fields have been aerated, fertilized, striped and seeded. Karesh also noted that recycling bins have been added to the soccer fields.

Karesh continued by stating that the cabs, blowers and brooms are being removed and the mowing decks are being installed. Karesh stated that the ornamental grass in the planting beds is being cut back at various park sites.

Karesh noted that the ball fields are being opened as weather permits. This includes raking the surface, leveling and providing a final drag. The ball mix and Turface will be added as needed and as time permits.

Karesh concluded his report by stating that the annual Park Clean-Up Day is Saturday, April 16th from 1 - 3 pm. At this time, we have 400 volunteers registered. We will be cleaning 10-12 park sites.

Marketing

7a. Pettit began her report with an action item, asking the Board to ratify the Executive Director's action to terminate the contract with Trend Graphics, Inc., based on unsatisfactory performance related to the 2010-2011 Activity & Aquatic Guides Printing Project.

MOTION by Duffy, seconded by Coleman to terminate the contract with Trend Graphics, Inc., based on unsatisfactory performance.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

ABSENT: Kubal

MOTION CARRIED.

7b. Pettit continued her report with an action item, asking the Board to ratify the Executive Director's decision to accept Action Printing's proposal of \$8,807.00 for the printing of the 2011 Summer Activity Guide. Adams noted this cost is less than the original cost under the previous contract.

MOTION by Duffy, seconded by Coleman to accept the proposal from Action Printing in the amount of \$8,807.00.

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

Pettit noted that the Woodridge Jubilee interest survey was closed on April 5th; we received a total of 176 responses. The Marketing staff is researching prices for staff t-shirts, banners/signs and trifold printing. We are looking into inserting a piece in the trifold to include food coupons and a list of the free Jubilee activities.

Petit concluded her report by stating the Summer activity guide will be delivered to residents beginning April 16th. The digital version of the guide will be available online April 15th. Registration will begin April 20th for residents and April 27th for nonresidents.

Safety Committee

Julie Rhodes stated that the April Safety Briefs were emailed to the staff on April 1, 2011.

CONSENT AGENDA

MOTION by Mahoney, seconded by Coleman to approve Consent Agenda items 1 through 5 for a total amount of \$489,331.89

- 1. Regular Board Meeting Minutes.....March 08, 2011
- 2. Special Board Meeting Minutes.....March 12, 2011
- 3. Vendor Payment & Payroll Ratification Report (3/03/11-4/07/11).....\$489,331.89
- 4. International Piping Systems, Community Center HVAC Repairs.....\$5,335.36
- 5. Klein, Thorpe & Jenkins, Ltd. (Pebble-Flex Systems, LLC/B & E Aquatics Escrow).....\$8,847.00

President Hohnke requested a roll call.
Upon a roll being called

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

DIRECTOR'S REPORT

1a Mike Adams began his report with an action item regarding IMRF Benefit Protection Leave, employees that take unpaid leave under FMLA are eligible to purchase back their IMRF service credit lost during the leave, subject to Board Approval. IMRF will calculate the cost to the employee to be paid back based on the employee's contribution rate (4.5%) and their previous 12 month average earnings. This will be considered on a case-by-case basis. The maximum benefit an employee can request is for 12 months over the life of their IMRF service. Based on the formula, staff estimates the cost to the employer to purchase back the service is \$713.00.

Staff recommends the Board approve the IMRF Benefit Protection Leave for employees taking unpaid leave under the Family Medical Leave Act.

MOTION by Coleman, and seconded by Mahoney to approve the IMRF Benefit Protection Leave for employees.

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

2a Adams continued his report seeking Board approval for Ordinance No. 11-3, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies and Procedures Manual Adopting Policy 3.14 Advertising Partnership Opportunities Policy and Guidelines. Discussion ensued regarding the impact the policy has on other sponsorship type programs.

MOTION by Duffy, and seconded by Coleman to approve the Ordinance No. 11-3, Adopting Revisions for Policy 3.14, the Partnership Opportunities Policy and Guidelines.

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

3a Adams next item was to seek Board approval for Resolution No. 11-6, A Resolution Rescinding the Approval of Resolution No. 11-5 and the Related Memorandum of Understanding Attached Thereto and Approve and Authorize the Execution of an Intergovernmental Agreement Between the Woodridge Park District, the Village of Woodridge, and Woodridge School District #68, Regarding the Purchase and Maintenance of the Surveillance Camera System for Janes Avenue Park.

MOTION by Coleman and seconded by Mahoney to approve Resolution No. 11-6.

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

4a Adams final item was to recommend the Board ratify the Executive Director's action to Approve a Settlement and Release Agreement with Pebble-Flex, LLC to complete repairs to the product at Cypress Cove Family Aquatic Park.

MOTION by Coleman and seconded by Duffy to approve a Settlement and Release Agreement with Pebble-Flex, LLC.

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

COMMITTEE REPORTS

SEASPAR – No report.

JUBILEE – Progressing well.

PDRMA – No Report.

EX-OFFICIO REPORT

1. Plan Commission – No report.
2. Chamber of Commerce – No report.
3. Affiliated Athletic Associations
 - a. Woodridge Soccer Association (WSA) - No report.
 - b. Sea Lions Swim Team Parent Association – No report.
 - c. Woodridge Athletic Association (WAA) – No report.
 - d. Woodridge Wildcat Traveling Softball- No report.
 - e. Downers Grove Panther Jr. Football – No report.

OLD BUSINESS

Adams asked for Board input regarding whether to move forward with the planning process for the Town Centre property within the next year. Adams explained if the both agencies decide to move forward each agency will budget for the hiring of a consultant in FY2012. The Board discussed the pros and cons of moving forward at this time, and there was a preference not to move forward at this time due to the lack of funding to actually develop the site in the near future.

NEW BUSINESS

None.

EXECUTIVE SESSION

MOTION by Duffy, seconded by Coleman, to adjourn to Executive Session under Section 2c(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the District.

President Hohnke requested a roll call. Upon a roll being called:

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

ABSENT: Kubal

MOTION CARRIED.

The Board adjourned to Executive Session at 8:40 P.M.

RECONVENE OPEN SESSION

The regular Board Meeting of April 12, 2011 reconvened at 8: 49 P.M. Upon a roll of Commissioners being called, the following were present: Coleman, Duffy, Hohnke, Mahoney. Absent: Kubal. Staff present: Adams.

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 8:49 P.M.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Brian Coleman, Secretary