

WOODRIDGE PARK DISTRICT
Regular Board Meeting
February 8, 2011



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: Coleman, Duffy, Hohnke, Kubal. Staff present: Adams, Larsen, Knitter, Evans, Karesh, Pettit, Rhodes, Ritter. Absent: Commissioner Mahoney.

OTHERS IN ATTENDANCE: Mike Davenport, 6636 Blackstone Drive, Downers Grove; Cliff Grammich, 6021 Grand Ave., Downers Grove; Corinne Steagall, 7972 Burr Ridge Court, #106, Woodridge; Bob Kaczmarek, 23W450 Greenbriar, Naperville.

PUBLIC PARTICIPATION: Mike Davenport and Cliff Grammich are running for the District #99 School Board, they are attending local meetings in the area to introduce themselves to voters.

PRESIDENT'S REPORT

Recognition of Staff Milestone Anniversaries

President Hohnke offered congratulations to Bob Kaczmarek (Referee and Coach) for 25 years of service to the Woodridge Park District.

President Hohnke noted that a Special Meeting/WPD Budget Workshop (FY 2011-2012 Preliminary Budget), will take place March 12, 2011 at 8 a.m.

STAFF REPORTS

Finance

Joan Larsen began her report with an action item, asking for board approval to purchase 44 Microsoft Office 2010 software licenses from Microsoft at a total cost of \$16,896.00.

MOTION by Coleman, and seconded by Duffy to approve the purchase of 44 Microsoft Office 2010 software licenses for a total of \$16,896.00.

AYES: Coleman, Duffy, Hohnke, Kubal

NAYS: None

ABSENT: Mahoney

MOTION CARRIED.

Larsen noted that all W-2's and 1099's we printed and delivered to recipients in January. Filing of IRS reports will take place in February.

Larsen stated that the year-end close of the golf course is just about finished. The finalized information will be sent to Sikich, LLP later this week.

Larsen continued by noting that budgeting is well underway for the Park District. Larsen stated that the staff in looking into some "Green Banking" tips that were presented at the IAPD/IPRA Conference.

Larsen concluded by stating that the services of Sikich, LLP have been engaged to attest to the financial application details in order to receive our funds on the OSLAD grant for the skateboard park.

Planning

Jenny Knitter began her report by noting the following information. Orchard Hill Park – Phase 6 Development Project – upon receiving the signed contract from the consultant, staff will set up the first meeting to discuss the electrical needs for this project.

Knitter stated that in regards to the drainage and irrigation for Orchard Hill, the pumping station will work in conjunction with the wet well to operate the irrigation systems at both Cypress Cove and the Orchard Hill Park athletic fields. Work will be completed this winter (tentatively, mid March) with testing of the system in the spring.

Lastly, Knitter stated in regards to Hobson Corner Park staff investigating the possibilities of applying a non-slip surface to the Hobson Corner Spray Park splash pad concrete area since last season, the District received reports of patron slips. Staff is also studying the possibility of adding a gate to the corner entrance as a proactive design solution to prevent children from separating from their guardians towards the corner of Hobson Road and Woodridge Drive.

Golf Course

Brandon Evans began his report with an action item asking the Board approval to bid the 2011 Village Greens Fertilizer/Pesticide/Herbicide program, Project VGEP #11-01c.

MOTION by Coleman, and seconded by Duffy to approve the bid process for Village Greens Fertilizer/Pesticide/Herbicide Program.

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

Evans continued by stating that Village Greens will be seeking final approval of the 2011 golf operating budget at the March Board Meeting.

Evans final note was the anticipated opening day for Village Greens is April 1st, pending the weather and course conditions.

Recreation

Don Ritter began his report by stating that Early Bird registration for the spring soccer season has concluded. We currently have 197 players enrolled which are eleven more players than last year. The deadline to register is Saturday, February 16. A soccer referee clinic is scheduled for February 26th and 27th at the Community Center.

Ritter continued by stating that Early Bird Registration for the Girls Softball program will conclude on February 8th. Registration is down slightly from last year, staff will be sending out an e-mail blast reminder to register.

Ritter stated that on February 25th, Oscar Movie Madness returns to Hollywood Boulevard! Pictures on the red carpet, a lunch buffet, popcorn and beverages will be provided along with the screening of "The King's Speech".

Ritter mentioned that the staff is busy working on the summer brochure as well as the 2011-2012 program budgets.

Ritter offered congratulations to Dan Peboontom who will be celebrating his 13th anniversary, on February 25th with the Woodridge Park District as the Athletic Supervisor.

Aquatics

Julie Rhodes began her report with an action item, seeking Board approval of the 2011/2012 Aquatics Budget and Fee Schedule, which was presented at the January 24, 2011, Special Board Meeting workshop.

MOTION by Kubal, and seconded by Duffy to approve the 2011/2012 Aquatics Budget and Fee Schedule.

AYES: Coleman, Duffy, Hohnke, Kubal
NAYS: None

ABSENT: Mahoney
MOTION CARRIED.

Rhodes continued to note that all returning staff applications have been accepted. 186 seasonal aquatic staff has been invited back; 161 are returning. For 2011, the overall percent of returning staff is 86.5%. Due to the high return rate, the Aquatics Department will only be hiring 15 lifeguards, 12 support staff members and 5 swim instructors. Applications for new employment for Cypress Cove will be accepted until February 26, 2011, and interviews will begin in mid-March.

Rhodes stated the Aquatic Department is currently working on schedules for capital development and capital replacement items budgeted for the 2011/2012 fiscal year.

Rhodes concluded by stating that Swim Team registration will be held on March 21 and 23 at the Community Center. Due to the popularity of the team, we have worked out an arrangement with the Butterfield Park District to accept our excess swimmers for the 2011 swim season.

Parks

John Karesh began his report with an action item, seeking Board authorization to accept the low qualified bid from Currie Motors for a 2011 Ford Escape XLS per the Capital Replacement Program in the amount of \$19,195.00.

MOTION by Duffy, and seconded by Coleman to accept the bid from Currie Motors in the amount of \$19,195.00 for a 2011 Ford Escape XLS per the Capital Replacement Program.

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

Karesh continued by stating that the staff is regularly checking ice thickness on our skating lakes. Lake Carleton was opened for skating for 21 days. Ides West and Rosewood have been open for 16 days and Ides East has not had a consistent 6 inches of ice which is required to open for skating.

Karesh noted that one of the hayracks is up for replacement per the Capital Replacement Program. The hayrack frame & majority of the wood is in great shape. Rather than replace it, staff is rebuilding the rack and replacing only what is needed.

Karesh stated that the staff is working together to complete the preliminary 2011/2012 maintenance budget. We are hoping to have it completed by February 10th.

Karesh offered congratulations to Mark Schneider who will be celebrating 17 years of service and Dan Pietrzak who will be celebrating 11 years of service to the Woodridge Park District.

Marketing

Pettit began her report with an action item, asking the Board to reject the low bid of \$25,847.00 from Trend Graphics Inc., due to past unsatisfactory performance issues and also to reject the second lowest bid of \$27,468.00 from RR Donnelly due to an incomplete bid to print the 2011/2012 activity and aquatic guides for the Woodridge Park District.

MOTION by Coleman, and seconded by Duffy to reject the low bid from Trend Graphics Inc., due to unsatisfactory performance issues and to reject the next lowest bid from RR Donnelly due to an incomplete bid.

AYES: Coleman, Duffy, Hohnke, Kubal
NAYS: None
ABSENT: Mahoney

MOTION CARRIED.

Pettit requested Board approval to accept the third lowest bid by, Action Printing, to print the 2011/2012 activity guides, in the amount of \$29,143.00. Subsequent to Board discussion related to references, there was a

MOTION by Kubal, and seconded by Coleman to approve the bid from Action Printing to print the 2011/2012 activity guides, in the amount of \$29,143.00.

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

Pettit continued her report stating that the Marketing Department has revised the Basketball and Volleyball leagues web pages to now include all league information including schedules, stats, and rules.

Pettit concluded her report by stating that the marketing department continues to work with the Travel Soccer Coordinator on the WSA website. Additionally, the Marketing Department assisted the Travel Soccer Coordinator in promoting a WSA outing to the Chicago Riot game, via e-newsletter, website and Facebook.

Safety Committee

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

CONSENT AGENDA

MOTION by Duffy, seconded by Coleman to approve Consent Agenda items 1 through 6 for a total amount of \$571,586.44

- 1. Regular Board Meeting Minutes January 11, 2011
- 2. Executive Session Meeting Minutes January 11, 2011
- 3. Special Board Meeting (Budget Workshop) Minutes January 24, 2011
- 4. Vendor Payment & Payroll Ratification Report (1/07/11--2/03/11) \$571,586.44
- 5. Klein, Thorpe & Jenkins, Ltd., Legal Services (Rendered Through 12/31/10) \$6,365.00
- 6. Orchard Hill Park, Phase 5 Development-Irrigation and Drainage Project, CDP#10-05c-01 \$107,205.12

There being a roll call

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

DIRECTOR'S REPORT

Mike Adams began his report by recommending the Board approve Ordinance No.11-1, Determining Personal Property No Longer Necessary Or Useful To The Woodridge Park District and Authorizing Its Conveyance Or Sale for the 1988 Alamo (7') flail mower.

MOTION by Duffy, and seconded by Coleman to approve Ordinance No.11-1, Determining Personal Property No Longer Necessary Or Useful To The Woodridge Park District Can Be Conveyance Or Sale.

AYES: Coleman, Duffy, Hohnke, Kubal
NAYS: None
ABSENT: Mahoney

MOTION CARRIED.

Adams continued his report asking the Board to ratify the Executive Director's approval of an agreement with BMO Capital Markets to act as the District's Placement Agent for the issuance of the Series 2011 Taxable General Obligation Limited Tax Park Bonds.

MOTION by Duffy, and seconded by Coleman to accept the agreement with BMO Capital Markets.

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

Adams next item sought Board approval on Ordinance No. 11-2, An Ordinance Providing For The Issue of Not To Exceed \$402,000.00 General Obligation Limited Tax Park Bonds, Series 2011A of the Woodridge Park District, DuPage and Will Counties, Illinois, and for the Levy of a Direct Annual Tax to Pay the Principal and Interest on Said Bonds.

MOTION by Duffy and seconded by Coleman to approve Ordinance No. 11-2.

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

COMMITTEE REPORTS

SEASPAR – No Report.

JUBILEE – The Jubilee Celebrations will be held June15-19, 2011.

PDRMA – No Report.

EX-OFFICIO REPORT

1. Plan Commission – Bakers Square is scheduled to open March 1.
2. Chamber of Commerce – Will be hosting a Mardi Gras event on March 4.
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) – Mike, Don, and Fred to attend Board Meeting on Tuesday, March 1.
 - d. Woodridge Wildcat Traveling Softball- In the process of setting up a meeting with the President of league.
 - e. Downers Grove Panther Jr. Football – No report.

OLD BUSINESS

None

NEW BUSINESS

None

EXECUTIVE SESSION

MOTION by Duffy, seconded by Coleman, to adjourn to Executive Session under Section 2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and, Section 2(c)6 to discuss the setting of a price for sale or lease or property owned by the District.

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

ALL AYES. MOTION CARRIED.

The Board adjourned to Executive Session at 7:54 p.m.

RECONVENE OPEN SESSION

The regular Board Meeting of February 8, 2011 reconvened at 8:27 p.m. Upon a roll of Commissioners being called, the following were present: Coleman, Duffy, Hohnke, Kubal. Absent: Mahoney. Staff present: Adams, Ritter.

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 8:28 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Brian Coleman, Secretary