

WOODRIDGE PARK DISTRICT
Regular Board Meeting
July 14, 2009

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, Kubal. Absent: Mahoney. Staff present: Adams, Larsen, Knitter, Hussey, Buchanan, Rhodes, Evans.

PUBLIC PARTICIPATION

Janine Glab-Gomez, 1209 Britten St., Woodridge, was present this evening to discuss the lack of an adult lap swim schedule at Cypress Cove. Ms. Glab-Gomez inquired if an adult lap swim schedule would be instituted at Cypress Cove. Over the past twelve years she, as well as several other swimmers, took advantage of the scheduled adult lap swim at Hobson Pool. Ms. Glab-Gomez expressed her concern regarding the lack of enforcement to keep kids from playing in the designated lap lanes. Mike Adams indicated the current availability of lap swimming during the open swim hours during the day and evening. After additional discussion, Adams suggested the possibility of having two designated lap lanes with the racing lanes installed available all day, add signage to better inform patrons and increase enforcement of the area. Ms. Glab-Gomez stated that she would be quite happy with two designated lanes in light of the fact that Cypress Cove was now the only pool available for lap swimming. Mr. Adams stated that staff will have to evaluate the use of lap swim, frequency of use during different times of day, and expense feasibility based on actual use. Mr. Adams stated that with every new facility there is learning curve that needs to take place in which to continue to tweak operations that makes sense both for the users and the financial feasibility of the facility. After additional Board discussion, Ms. Glab-Gomez thanked the Board for providing her time to voice her issues.

PRESIDENT'S REPORT

Recognition of Staff Milestone Anniversaries – None.

Board Workshop-Recreational Needs Assessment

President Hohnke stated that he believed all board members should participate in this workshop scheduled for September 8, 2009 at 5:30 P.M.

STAFF REPORTS

Finance

Joan Larsen began her report informing the Board that the auditors had completed their field work. A draft of the financials will be received in a couple weeks. The auditors also have some work to do in completion of the OSLAD grant submission. Ms. Larsen stated that this year a new accounting practice was in effect, GASB45. The District must comply with the practice which addresses accounting for the future cost of employee benefits for retired employees. Larsen continued stating that since the District had only one individual who qualified under GASB45 regulations, MSP was evaluating whether we would have to incur that expense for this year's audit.

Tax collections were up-to-date with no significant variations shown overall.

Jubilee receipts had been deposited and the carnival had been paid. Preliminary revenue numbers were available. It will be some time before all expenses had been accounted for. Ms. Larsen said she will request the Village to submit their expenses in timely fashion in order to finalize the Jubilee financial results.

Planning

2a. Jenny Knitter had several action items to present. With regard to Cypress Cove Family Aquatic Park, Phase 3-Pools and Equipment, CDP #08-03c-12, Change Order #5 was an add to the contract in the

amount of \$17,147.44. The Board did approve this change order at our June Board Meeting. A resolution was required per State Statute since the amount was an increase greater than \$10,000.

MOTION by Coleman, seconded by Duffy, to approve Resolution No. 09-08 Authorizing a Change Order in Regard to the Cypress Cove Aquatic Facility Expansion, Phase 3-Pools, Project #08-03c-12 involving an increase in the Contract Price in Excess of \$10,000.

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

2b. With regard to Cypress Cove Family Aquatic Park, Phase 3 – Excavation, CDP #08-03c-01, Ms. Knitter explained that Change Order #2 was an add to the contract in the amount of \$1,050.00. This change order was the result of the contractor needing to haul off excess soil to the provided dump site, not included in the contract. Staff recommended approval of change order no. 2.

MOTION by Coleman, seconded by Duffy, to approve Change Order #2 for a net increase to Land and Lakes Company contract in the amount of \$1,050.00 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Excavation, Project #08-03c-01 for hauling and dumping of excess soil material.

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

2c. The next item of business Ms. Knitter brought before the Board dealt with Cypress Cove Family Aquatic Park, Phase 3-Carpentry, C DP #08-03c-06. Change Order #7 was an increase to the contract resulting from the owner's decision to modify the top of the ADA ramp at the existing concrete stage. After a brief discussion, there was a

MOTION by Coleman, seconded by Duffy, to approve Change Order #7 for a net increase to Frontier's Contract in the amount of \$1,064.51 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Carpentry, Project #08-03c-06 for modification to the Stage ADA ramp.

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

2d. Ms. Knitter discussed Change Order #9 which pertained to Cypress Cove Family Aquatic Park, Phase 3-Plumbing, CDP #08-03c-10. This Change Order was a decrease to the contract which resulted from a reimbursement of the electrician to repair conduits and wiring damaged during the installation of a catch basin. Approval was recommended.

Regarding the same contract, Ms. Knitter said Change Order #10 was an increase to the contract which was the result of the need to add two 3" rings to the storm structures surrounding the spray play areas due to necessary grading adjustments. Approval was recommended.

MOTION by Coleman, seconded by Duffy, to approve Change Order #9 and #10 for a net decrease to Jensen's Plumbing and Heating's contract in the amount of \$1,926.00 for the Cypress Cove Aquatic Facility

Expansion, Phase 3-Plumbing, Project #08-03c-10 for changes related to inter contractor contractual changes and storm sewer structure adjustments.

2e. The last action item Ms. Knitter brought before the Board dealt with Cypress Cove Family Aquatic Park, Phase 3-Electrical, CDP #08-03c-11. Change Order #7 was an add to this contract in the amount of \$2,202.00. This change order was the result of reimbursement from the plumber for the electrician to repair conduits and wiring damaged during the installation of a catch basin. Approval was recommended.

MOTION by Coleman, seconded by Duffy, to approve Change Order #7 for a net increase to Indicom Electrical Company's contract in the amount of \$2,202.00 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Electrical, Project #08-03c-11 for changes related to inter contractor contractual changes.

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

The first informational item Ms. Knitter brought before the Board was with regard to Cypress Cove Family Aquatic Park-Phase 3 Development Project, DCP #08-03c. The new application at the Tot Splash Pad was currently under assessment due to excessive problems as a result of the de-lamination of the surface sealer. This in turn was clogging portions of the spray playground system and increased frequency in having to backwash the filter system. Mike Adams did send a letter to the manufacturer indicating our discontent with the installed product and asking for a temporary and permanent solution. Mr. Adams did reiterate to the Board that staff felt the best solution was to wait until the pool closed to correct the problem as long as remaining open was not a safety issue. Discussion followed.

Knitter next noted that staff had completed and submitted an Open Space Land Acquisition and Development (OSLAD) Grant on July 1st for the Janes Avenue Park Phase 4-Skate Board Facility. The District budgeted \$200,000 toward the project which has an estimated cost of \$474,800.00. If we are unable to secure grants, we would need to reconvene the planning committee and redesign the site accordingly. Ms. Knitter stated that staff had recently conducted a Skate Park Demo for all interested people to come try out skate boarding, in-line skating, or BMX biding on the proposed ramps for the site. 65 very excited kids attended this event.

Ms. Knitter informed the Board of the playground surface study results compiled by the National Center on Accessibility for Forest Glen Park. The purpose of the study was to determine HIC values (head impact) and G-Max Values. Jennifer Skulski, who conducted the study, found that the circular swing bays did not meet the required safety standards. These results were discussed with Surface America, the playground surface manufacturer. They indicated they will do everything they can to provide a product that meets the specifications. Surface America said once the problem was confirmed they would work very quickly to redo replace the entire surface under the swing area. Surface America did apologize for the inconvenience. Ms. Knitter stated that Jennifer Skulski was testing several of our playgrounds for research purposes.

With regard to the Landscape Achievement Award, only 6 nominations had been received. Knitter felt that after five consecutive years of very low submittals of landscape achievement award nominations, staff had discussed and recommended 2009 being the final year for the award. After discussion, Mr. Hohnke said that the District will take a one year hiatus on presentation of this award.

Golf Course

Brandon Evans reported that rounds for June totaled 6658, down from last years total of 7265 and nearly 1000 rounds less than our 13-year average of 7610. Rain forced the cancellation of nearly 700 booked rounds. The economy is also having negative effects on all courses in our area.

On the brighter side, Evans said the rain had helped the 14th fairway. It was nearly 90% healed from the winter/spring flooding turf restoration. Staff recently completed plantings around 15 of the 18 tee signs created late last year using donated materials/perennials. The remaining three beds will be completed within the month.

Evans noted that he had just received notice that Village Greens was the first prize golf course winner of the 2009 Audubon Green Golfer Challenge Session 1. He explained that the challenge was simple—build golfer's environmental awareness by having them pledge to become an Audubon Green Golfer and support environmental stewardship actions while playing the game. Evans said he will advertise this award.

Recreation

In Ritter's absence, Julie Rhodes reported that the Camp Program was going well despite low attendance numbers. The new Monday Entertainment Series has proved to be a big hit with campers, staff and families. The first Movies Under the Moon event had approximately 250 in attendance despite the extremely warm temperatures. The first Concert in the Park held at Westminster Park had a terrific turnout. Fall Soccer will be starting practices early August.

Aquatics

Julie Rhodes reported that during the months of May/June Cypress Cove closed early 8 days due to inclement weather and a power outage. However, revenue numbers were very good. Season pass sales were going quite well; \$100,000 more than last year at this time. Admission sales were 90% higher than our five year average. Weather does play a big part on attendance. Full time rentals were down, but still reasonable.

Parks

In John Karesh's absence, Glenn Hussey stated that he had no action items to bring before the Board. For the commissioner's information, Hussey reported that the parks department did provide hayrides for SEASPAR at their annual picnic at Castaldo Park on July 2nd. The recent storm that came through during Jubilee knocked down two oak trees at Castaldo Park.

Mr. Hussey noted also that the park staff was treating some of the athletic fields and park sites for Grubs. Around the July 4th was the best time to treat for treatment of Grubs. He stated too that gypsy moth caterpillars had been found in many of our parks but not as extensive as experienced last year. Measures had been taken to deal with this problem. Many Black Alders around the water's edge at Lark Harriet were removed to improve site conditions for native perennial plantings to thrive.

Mr. Hussey mentioned what a great job the maintenance staff did with set up, operations and take down of the 2009 Jubilee event. The parks staff also worked with the special events committee on July 4th picnic with set up and take down. President Hohnke complimented the park staff on the good job they did not only setting up for this picnic, but picking up garbage and litter during the event and clean up at the conclusion.

Marketing

Megan Buchanan first reported that the Web Site had more visitors the past month due to the opening of Cypress Cove. The monthly e-newsletter was sent out Wednesday, July 1st. Additional e-communication was sent July 2nd to promote the skateboard demo as well as the July 13th Disc Golf Tourney to last year's disc golf event attendees. Megan noted that she was working on the final draft of Summer Pathways. It

would be dropped at the post office by July 17th. The Fall Guide was sent to the printer on July 9th. Delivery to all residents was slated for July 31st. Ms. Buchanan did note that the Trib Local reporter will be doing a follow-up article on Hobson Corner Park.

Administration

Mike Adams stated that at the June Board Meeting, staff presented for Board review and consideration of policy 8.7.3.1 Family Medical Leave Act. The policy additions and amendments were required per new federal law. He reported the resolution is ready for Board approval.

MOTION by Duffy, seconded by Coleman, to approve Resolution No. 09-09, Adopting Revisions to the Woodridge Park District Policy and Procedure Manual (Policy No. 8.7.3.1 Family Medical Leave Act).

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

CONSENT AGENDA

MOTION by Duffy, seconded by Coleman, to approve Consent Agenda items 1 through 12 for a total amount of \$1,443,929.79:

- 1. Regular Board Meeting Minutes June 09,2009
- 2. Vendor Payment & Payroll Ratification Report (6/5/09-7/9/09).....\$1,443,929.79
- 3. Hobson Corner Park-Aquatic Design Consultants, CDP #08-01ca-01, Payout #7\$194.71
- 4. Hobson Corner Park-Development, CDP #08-01c-01, Payout #1\$47,566.35
- 5. Cypress Cove Family Aquatic Park, Phase 3-Pump Refurbish Project,
CDP #08-03pc-05, Payout #2\$540.00
- 6. Willowcreek Playground Equipment Modification Project,
CRP #09-01pc-01, Payout #1 (Final)..... \$6,422.00
- 7. Cypress Cove-Picnic Table Purchase Project, CDP #08-03pc-07, Payout #1 (Final).....\$7,655.00
- 8. Cypress cove Addition-Fencing, CDP #08-03c-03, Payout #3.....\$15,782.22
- 9. Cypress Cove Addition-HVAC, CDP #08-03c-09, Payout #8.....\$3,838.60
- 10. Cypress Cove Addition-Plumbing, CDP #08-03c-10, Payout #13.....\$11,110.50
- 11. Cypress Cove Addition-Electrical, CDP #08-03c-11, Payout #4.....\$93,564.00
- 12. Cypress Cove Addition-Pools and Equipment, CDP #08-03c-12, Payout #12\$18,105.07

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

COMMITTEE REPORTS

SEASPAR – ADA Self Evaluation/Transition Plan Consultant Agreement Approval

Mike Adams explained that the last self-evaluation/transition plan was completed in 1991. Per the Distinguished Agency Accreditation process we are now required to have this complete every ten years and the reviewed every five years as well as compliance with federal ADA statutes. He added SEASPAR initiated the push for its members to complete an updated self-evaluation and create a transition plan. Approximately 50% of SEASPAR member agencies are moving forward at this time to enter into an agreement with a consultant to complete the plan. Adams stated expenditure was approved in the SRA budget. As discussed at the last Board meeting, SEASPAR will be the administrative agent for the Agreement and bill the District accordingly. After some discussion, there was a

MOTION by Duffy, seconded by Coleman, to approve a proposal and agreement with Accessibility Consultation and Training Services dated July 8, 2009 to complete an ADA Self Evaluation/Transition Plan for the Woodridge Park District not-to-exceed \$33,572.50.

AYES: Coleman, Kubal, Hohnke, Duffy

NAYS: None

ABSENT: Mahoney

MOTION CARRIED.

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.

Brian Coleman, Secretary