

WOODRIDGE PARK DISTRICT
Regular Board Meeting
June 14, 2011



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

OTHERS IN ATTENDANCE: Erin Sauder from the Woodridge Patch; Summer Camp Leadership Staff – Erin Drennan, Cully McGrath, Mike Loszach, Kyle Black, Kim Shamet, Meghan Albright, Debbie Menyes, Melissa Mora, Jessica Jacksa, Katie Blair.

PUBLIC HEARING

A Public Hearing concerning comments on the Budget & Appropriations of the Woodridge Park District for the Fiscal Year Beginning May 1, 2011 and Ending April 30, 2012. President Hohnke stated all persons desiring to be heard will have the opportunity to present written or oral testimony. There was no public participation or written testimony to present.

MOTION by Coleman and seconded by Duffy to adjourn the Public Hearing.

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

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

PRESIDENT'S REPORT

Recognition of Staff Milestone Anniversaries

President Hohnke offered congratulations to Julie Rhodes who is celebrating her 20th Year Anniversary with the Woodridge Park District. President Hohnke thanked Julie for all her hard work and continued dedication to the Woodridge Park District.

President Hohnke introduced Vanessa Madden and Katie Blair to give a brief overview of the SPRA Spirit & Team Leadership Award that was presented to the Woodridge Park District leadership staff of the Summer Camp Programs. President Hohnke offered Congratulations to all for the special honor.

STAFF REPORTS

Finance

Joan Larsen noted preliminary fieldwork for this year's audit is completed and final fieldwork is scheduled to begin July 11. Sikich is scheduled to present the audit at the October 11th Board Meeting.

Larsen noted tax receipt collections have begun for both DuPage and Will Counties. Staff will be analyzing data for placement of investments with IPDLAF in the near future.

Larsen concluded her report stating Cypress Cove is making money and we have our summer cash counter, Michael McAleer on board.

Planning

In Jenny Knitters absence, Mike Adams gave the following report:

2a. Mike Adams began the report with an action item asking the Board to reject the proposals for Sunnydale Park Asphalt Path Resurfacing Project, CRP #11-02pc due to the proposals exceeding the minimum statutory bid requirement of \$20,000.00.

MOTION by Duffy, seconded by Coleman to reject the proposals for Sunnydale Park Asphalt Path Resurfacing Project.

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

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

2a. Adams next action item is to seek Board approval to bid the Sunnydale Park Asphalt Path Resurfacing Project, CRP#11-02c.

MOTION by Duffy, seconded by Coleman to bid the Sunnydale Park Asphalt Path Resurfacing Project.

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

2b. Adams next action item is to seek Board approval to accept Testing Service Corporation as the low qualified bidder and approve a contract agreement in the amount of \$2,950.00 for Village Greens Parking Lot Pavement Cores and Conditions Survey, Project #VGCRP #11-03pc.

MOTION by Duffy, seconded by Coleman to accept the bid from Testing Service Corporation in the amount of \$2,950.00 for the Village Greens Parking Lot Pavement Cores and Conditions Survey.

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

2c. Adams continued with the next action item seeking Board approval to accept Custom Built Fence Corporation as the low qualified bidder and approve a contract in the amount of \$6,781.66 for the Hobson Corner Park Ornamental Fence and Gate additions, Project MSP#11-03pc.

MOTION by Coleman and seconded by Duffy to accept the contract from Custom Built Fence Corporation in the amount of \$6,781.66.

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

2d. Adams next item is to seek Board approval of Change Order #1 authorizing a net increase to Rose Paving Company's Contract in the amount of \$495.00 for the 2011 Soybean Based Asphalt Resealing project for Orchard Hill Asphalt Path Project, #CRP#11-01pc-01.

MOTION by Duffy and seconded by Coleman to approve Change Order #1 authorizing a net increase of \$495.00 to Rose Paving Company for the Soybean Based Asphalt.

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

2e. Adams last action item is to seek Board approval of Change Order #1 authorizing a net increase to the contract of Fuerte Systems, Inc. in the amount of \$688.00 for the Village Greens Golf Course #10 Tee Paving Project, VGCDP#11-01c, to add an exposed concrete step to the clubhouse patio.

MOTION by Coleman and seconded by Duffy to approve Change Order #1 authorizing a net increase of \$688.00 to Fuerte Systems, Inc.'s contract for the Village Greens Golf Course #10 Tee Project.

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

Adams continued with information regarding Orchard Hill Park – Phase 6 Lighting Improvement Project. Construction Documentation and Bid timeline is pending notice of the PARC Grant awards. The drainage and irrigation project for Orchard Hill is complete.

Adams stated that in regards to Caddie Corner Park – An RFP for various designs for the replacement of the playground equipment at Caddie Corner Park will go out to playground reps this month. We hope to have a recommendation to the Board at the July meeting and request authorization to bid the project at that time. This park is scheduled to be installed in early fall.

Adams reported in regards to Janes Avenue Park, Phase 4 – Skate Park. Skate Park demolition started on Monday, May 2nd and reopened on Friday, May 27th in time for the Memorial Day Weekend. Staff examined the new concrete and it meets our visual approval and inspection. We are now warranted on that section of concrete for a full year.

Adams stated that in regards to Hobson Corner Park, staff has been coordinating the repair of the problems associated with the winter flooding of the vault with the contractor Fountain Technologies. The contractor is still awaiting several components to complete the full installation; but the park did open on June 6th. Currently the system can run on manual so our maintenance staff will need to monitor daily. The maintenance staff applied the textured coat to the spray pad area the week of June 1st.

Adams noted that in regards to the 2011 Asphalt Resealing Project, CRP#11-01c-01 (Cooperative with Village of Woodridge), Denler, Inc. completed asphalt resealing throughout the Park District including Cypress, Maintenance, Orchard Hill, the Community Center and 83rd Street Park parking lots along with many bike paths.

Adams stated in regards to the 2011 Soybean Based Asphalt Resealing Project – CRP#11-01pc-01, work was completed at Sunnydale, Castaldo, Orchard Hill and Windy Point Parks on May 11th.

Adams continued his report noting that in regards to the Westminster Tennis Courts, the contractor had to come back and address peeling issues that were evident at the courts. He scraped back all the lose color coat and reapplied the system that resulted in a completed colored court that looks great.

Adams concluded the planning report stating that in regards to Village Greens Golf Course #10 Tee Paving Project – VGCDP#11-01C, the statue was relocated; asphalt paving and paver installation are complete. The engraved pavers were installed on June 6th. The dedication ceremony will be held on June 26th at 5:30 pm.

Golf Course

Brandon Evans began his report with an action item in regards to the Village Greens 2008 Mower Equipment Purchase, Project VGCRP #11-02pc. Village Greens currently has 2 mowers in need of replacement. Quotes on new greens mowers are approximately \$24,000.00. Given our current budget concerns, we have been investigating the cost benefits of purchasing used equipment. The unit we purchased from Global Turf is a 2008 with 388 hours, and is in excellent condition. Staff recommends Board approval to ratify the Executive Director's decision to purchase a used Toro 3150 greens mower from Global Turf in the amount of \$15,275.00 as part of our Capital Replacement Program.

MOTION by Duffy and seconded by Coleman to ratify the Executive Director's approval to purchase a used Toro 3150 Greens Mower from Global Turf in the amount of \$15,275.00 per Capital Replacement Program.

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

Evans noted that Village Greens hosted 5083 rounds in May, down from both last years' total of 5916 and our 16 year average of 6,220. Golf courses around Chicago and throughout the Midwest continue to suffer from cool, rainy weather, and Village Greens was no exception. To a lesser extent, our play was down a bit due to advertising rates higher than our competition and our guest's willingness to pay given the weather and course conditions. Evans noted that Mike Adams and he would like to look into promotions or special rates during slow periods for Village Greens to stay competitive, the Board had no objections.

Evans continued by stating that on a brighter note, the course was able to withstand all of the rain without significant flooding or damage, and we've been proactive (although at an expense) in spraying to control the inevitable diseases that accompany wet turf with the high heat and humidity we've experienced in early June.

Evans noted that the Memorial Day Better Ball Tournament was held on Memorial Day despite the course being without the use of carts due to wet conditions; 37 teams participated.

Evans concluded his report stating that Village Greens has partnered with CHARITEE to bring golfers a fun and entertaining element to their next round of golf. For a player fee of \$3.00, golfers will have chance to win the \$1,000 grand prize if they hit a hole-n-one. If they hit the ball within a flagstick of the hole, they win a \$20.00 Village Greens gift card. And simply for participating, they will receive a complimentary beverage after their round of golf. Best of all, a portion of all proceeds, including a \$500 bonus for a hole-n-one, will be directed to a worthwhile charity. CHARITEE will reimburse the course for the expense of the gift cards and beverages. During the month of June, Village Greens will be directing the charitable donations to the Susan G. Komen Foundation for Breast Cancer Research. In July, we will raise money for the Fallen Patriot Fund and in August for the Sunshine through Golf Foundation.

Recreation

Don Ritter began his report by noting that Summer Camps have begun. For the first time, camp kids will be tending to the garden plots 1-2 times per week. Camp will be donating the goods to the Food Pantry, pumpkins and corn stalks will be used to decorate for Haunted Forest Walk, and remaining goods will be available for the campers to take home.

Ritter stated that the Summer Concert Series kicked off on June 8th at Lake Harriet featuring the Rockin Fendershirts. We had approximately 125 people in attendance. Our first Movie-In-The-Park will be held on June 29th at Orchard Hill Park with Shrek 3 on the screen.

Ritter noted that the WSA house league concluded their spring season on June 4th. The annual spring banquet is scheduled for June 18th. Currently, we have 196 participants registered for the fall season, which are approximately 50 less kids than what we had at the same time last year. Staff feels the increase in the number of traveling teams may have an impact on the house league totals. Tryouts for the traveling teams have been held for both the boys and girls teams over the last 2 weeks.

Ritter stated that the Schwinger Memorial 4v4 Tournament scheduled for June 11th was cancelled due to low registration. Staff is currently talking with Alice Schwinger about the future of this tournament and what possible changes need to occur to increase participation.

Ritter concluded his report congratulating Julie Rhodes for all her hard work and dedication to the Park District for the last 20 years. Ritter also congratulated Megan Pettit on her 4th anniversary with the Woodridge Park District and Jamie McAleer for her 1st anniversary as a Customer Service Coordinator.

Aquatics

Julie Rhodes began her report by stating that Cypress Cove opened for the season on Monday, May 30th, 2011. Swim lessons and water aerobics started this week. The Annual Teen Splash Bash was Friday, June 3rd. We had 418 teens in attendance, and fun was had by all. Family Fun Day is scheduled for Saturday, July 30th, and the theme will be "Western".

Rhodes continued to note that as of May 31, 19 rentals have been booked. Projected revenue for rentals currently booked is \$7,566.50 which is 265.4% of the May 2010's total bookings. We currently have 88 group outings booked. Projected revenue for group outings is \$20,145.00 which is 95.2% of May 2010's total bookings. We currently have 9 parties booked. Projected revenue for parties is \$1,920.00.

Rhodes stated that as of May 31, Cypress pass sales for residents is \$133,453.50 which is 75.7% of the budget. Revenue from Nonresident pass sales is \$23,424, which is 62.3% of the budget. Downers Grove Cooperative pass sales are \$95,397.00 which is 100% of the budget and Darien Cooperative pass sales is \$44,230.00 which is 79.2% of the budget.

Rhodes concluded her report by introducing the Summer Intern Derrick to the Board. Rhodes noted that Derrick will be working in various departments throughout the Park District. His big project for the summer will be working with Amanda and her staff coordinating the "Family Fun Western Day", at Cypress Cove.

Parks

6a. John Karesh began his report with an action item in regards to the 1991 Bobcat Skid-Steer which is up for replacement. Our current Skid-Steer is 20 years old and losing power resulting in inefficient performance. Staff recommends the Board accept the low qualified State Bid from the Illinois Joint Purchase program from Atlas Bobcat for a 2011 S650 Bobcat Skid-Steer loader with approved options per the Capital Replacement Program in the amount of \$36,229.00.

MOTION by Mahoney, and seconded by Coleman to approve the purchase of the 2011 S650 Bobcat Skid-Steer loader in the amount of \$36,229.00.

AYES: Coleman, Duffy, Hohnke, Mahoney

NAYS: None

ABSENT: Kubal

MOTION CARRIED.

Karesh continued his report by stating that all of the plant material that was ordered for Cypress, Castaldo and the Community Center flower beds has been installed, This year a variety of plants were planted including ornamental grasses, marigolds and petunias.

Karesh noted staff has started mulching tree rings and planting beds throughout the District's park sites.

Karesh continued by noting that staff is working on the work schedule, site preparation and the logistics for the 2011 Jubilee. This year, due to budget restraints, the fishing derby will not take place.

Karesh stated that staff has been very busy working on the punch list items for Cypress Cove. A variety of jobs has to be completed before opening, including but not limited to painting, caulking, plumbing and general cleaning. Our staff also removed an extensive amount of dead plant material at Cypress Cove and planted a number of new plants.

Karesh noted that at Hobson splash pad play surface has been power washed and a new application of play surface named Shark Grip was applied. The application was a two part process and will reduce the slipperiness of the surface. Staff is working with Fountain Technologies on startup of the system and hope to be open in the next couple of weeks.

Karesh stated that a total of 23 new trees have been installed at five different parks, these were replacements for trees that have died.

Karesh noted that this year the Illinois Department of Natural Resources approved an increase in the number of Canada goose nests that we were allowed to control. Previously, our permit was only good for six nests, this year it was increased to 15. This has had a dramatic impact on the number of geese successfully nesting at Lake Harriet.

Karesh concluded his report stating the Woodridge Special Events Committee contacted us again to begin the preliminary planning of the 4th of July party. In order to keep the set up for the event efficient as possible we will be assisting with the pickup of all essential materials prior to July 4th. We will also be providing staff for event set up, garbage pick up and take down.

Marketing

Megan Pettit began reported on information posted on the web, in the Newspapers and on Facebook related to: Woodridge Jubilee, Cypress Cove opening day, water aerobics, Teen Splash Bash, summer concert series, and Hobson Corner Park splash pad status update.

Pettit continued her report stating that the Jubilee brochure was delivered to residents on June 4th. The brochure features a tear-off sheet with coupons for food vendors and activities. The brochure and coupons are also available online. A banner will be displayed near Internationale Estates Park to promote to the southeast end of Woodridge and Lemont. Decals are on 10 park district vehicles and 10 village vehicles. We collected \$8,950 in sponsorships. Last year we received \$10,750 and in 2009 we received \$8,500.

Pettit noted that an E-newsletter for Adventure Camp and Trek & Travel Camp went out on June 8th. The first e-newsletter will feature bios of the camp staff and weekly e-newsletters will go out every week of camp to inform parents of field trips, campers of the week and reminders.

Petit concluded her report by stating that the marketing staff is working with the Aquatic Supervisor to design new signs and replace damaged signs at Cypress Cove. We will begin sending out monthly emails to Cypress Cove members to inform them of upcoming events, modified hours, etc., as well as periodic surveys to measure their level of satisfaction and address any issues during the season.

Safety Committee

Julie Rhodes stated that the June Safety Briefs were emailed to the staff on June 1.

CONSENT AGENDA

MOTION by Duffy, seconded by Coleman to approve Consent Agenda items 1 through 8 for a total amount of \$1,131,252.19.

1. Regular Board Meeting Minutes	May 10, 2011
2. Executive Session Meeting Minutes	May 10 2011
3. Vendor Payment & Payroll Ratification Report (5/06/11-6/09/11)	\$1,131,252.19
4. Village of Woodridge, Town Centre Property Legal Fee Reimbursement, Payout #2	\$100,353.46
5. Primera Engineering, Orchard Hill Phase 6 Development, Engineering Services, CA#11-01p, Payout #2.....	\$3,600.00
6. PSI, Inc., Orchard Hill Phase 6 Lighting Improvement Project –Soil Borings, CDP#11-01pc-01	\$7,990.00
7. Evans & Son Blacktop, Inc., Westminster Park Tennis Court Development & Miscellaneous Asphalt Projects, CDP#10-04c-01, Payout (Final).....	\$2,335.57
8. Fuerte Systems, Inc., Village Greens Golf Course #10 Tee Paving Project-VGCDP#11-01c, Payout #1 (Final)	\$27,360.80

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

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

ADMINISTRATION

Don Ritter began with an action item for light fixtures for the Community Center Oak/Hickory Room, in response to consistent concerns from program users regarding poor lighting levels. Staff recommends Board accept the low qualified proposal bid from Steiner Electric for \$12,472.00 for the purchase of the Fluorescent Light Fixtures for the Community Center. This project is budgeted in the Capital Development Fund (Fund 44).

MOTION by Mahoney and seconded by Coleman to approve the bid from Steiner Electric for Fluorescent Light Fixtures for the Oak/Hickory Room at the Community Center in the amount of \$12,472.00.

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

DIRECTOR'S REPORT

1a. Mike Adams began his report with an action item seeking Board approval of Ordinance No.11-7, an Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2011 and ending April 30, 2012.

MOTION by Duffy, and seconded by Mahoney to approve Ordinance No. 11-7, Budget & Appropriations of the Woodridge Park District. President Hohnke requested a roll call. Upon a roll being called

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

1b. Adams continued his report seeking Board Approval of Ordinance No. 11-8, An Ordinance Adopting the Prevailing Wage Rates for Laborers, Workers and Mechanics Employed by the Woodridge Park District.

MOTION by Duffy and seconded by Coleman to approve Ordinance No. 11-8, adopting the Prevailing Wage Rates.

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

1c. Adams requested Board approval of Resolution No. 11-7, a Resolution Authorizing the Secretary of the Board of Commissioners to Make Certain Closed Session Meeting Minutes Available for Public Inspection.

MOTION by Mahoney and seconded by Coleman to approve Resolution No. 11-7.

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

1d. Adams next item was seeking Board approval of Resolution No. 11-8, a Resolution Regarding Destruction of Verbatim Record of Certain Closed Meetings pursuant to the Illinois Open Meetings Act.

MOTION by Duffy and seconded by Coleman to approve Resolution No. 11-8.

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

1e. Adams next item was seeking Board approval of an agreement for Protection and Improvement of Certain Park Property and Occupancy thereof located at Hawthorne Hill Woods by Park Employee dated June 14, 2011.

MOTION by Duffy and seconded by Coleman to approve the agreement for Protection and Improvement of Hawthorne Hill Woods Property.

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

Adams concluded his report stating that per the Village Board they want to move forward with the planning process for the Town Centre Property.

COMMITTEE REPORTS

SEASPAR – No report

JUBILEE – Set up is going well, opening day June 15th.

PDRMA – No Report.

EX-OFFICIO REPORT

1. Plan Commission – No Report.
2. Chamber of Commerce – holding Chamber picnic, June 15th from 4:30-7:30 pm at the Jubilee site.
3. Affiliated Athletic Associations
 - a. Woodridge Soccer Association (WSA) – Adams reported the Storm Traveling Soccer Program approved lowering the required resident percentage to 50% to stay competitive with other clubs and approved instituting

the non-resident fee percentage in accordance with the Park District revenue policy. The matter now goes to the WSA Executive Board for final approval.

- b. Sea Lions Swim Team Parent Association – Adams reported the Sea Lions Club is the largest club in the conference. Rhodes stated the first swim meet of the season was held with no issues.
- c. Woodridge Athletic Association (WAA) – Finished Memorial Day Tournament despite all the rain.
- d. Woodridge Wildcat Traveling Softball- No Report.
- e. Downers Grove Panther Jr. Football – No report.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Duffy and seconded by Coleman to adjourn the meeting at 8:19 pm.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Brian Coleman, Secretary