



President Hohnke called the Regular Meeting of the Board of Commissioners order at 7:10 P.M. Upon a roll of Commissioners being called, the following were present: Duffy, Hohnke, Kubal, Mahoney. Absent: Coleman. Staff present: Adams, Larsen, Knitter, Ritter, Buchanan, Karesh, Rhodes, Prince Winbush. Others in attendance: Mary Carrigan, 6838 Roberts Drive, Woodridge.

#### PRESIDENT'S REPORT

Recognition of Staff Milestone Anniversaries

President Hohnke offered congratulations to Dan Lavarlee (VG staff) on his five years of service to the Park District.

President Hohnke stated that the Village of Woodridge 2009 Employee of the Year Award will be presented to Amanda Nichols, Aquatic Supervisor for the park district. Congratulations went out to Amanda.

President Hohnke next announced that the Village of Woodridge will hold a public hearing September 17, 2009 at 7:30 PM regarding the CDBG Grant Application for the Janes Avenue Park Skate Board Facility.

Concluding his report, President Hohnke noted that a Board Workshop had been held at 5:30 PM today to discuss the Recreational Needs Assessment.

#### STAFF REPORTS

##### Finance

Joan Larsen explained that the district's current agreement for the annual audit expired with the completion of the FY2009 audit. Staff recommended seeking proposals from auditors to complete an audit for the next fiscal year and potentially two additional audits. Larsen stated that she had seven or eight auditing firms the District could solicit from.

MOTION by Duffy, seconded by Mahoney, to move to authorize staff to seek proposals from certified auditors to complete an audit per the Illinois Park Code for Fiscal Year 2010 and alternate proposals to complete audits for FY2011 and FY2012. President Hohnke requested a roll call.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Larsen reported that our current annual report will be presented by Ed McCormick, our auditor, at the October board meeting.

Larsen stated that work was continuing on completion of the annual Treasurer's Report. It will be filed with the counties and published before the end of October.

The second installment of DuPage County real estate taxes was due September 1<sup>st</sup>. The remainder of our tax distributions should be received within the month of September. Decisions on investing a portion of our cash into higher yielding products will then be made.

Also, in the months of September and October, Larsen explained that she would be working on upgrading the payment server software and upgrading the Class registration system software. This will be the first upgrade of payment server since its inception in 2004.

Planning

Knitter requested several change orders for Board approval related to Cypress Cove Phase 3 Improvements and Hobson Corner Park Redevelopment projects:

2. Cypress Cove Family Aquatic Park, Phase 3 – Excavation, CDP #08-03c-06.

Change Order #6 is a decrease to the contract amount of (\$564.00) for work not completed in the contract as a result of moving the conduit location into the parking lot.

Staff recommends approval of Change Order #6.

MOTION by Duffy, seconded by Mahoney, to approve Change Order #6 for a net decrease to Land & Lakes contract in the amount of (\$564.00) for the Cypress Cove Aquatic Facility Expansion, Phase 3 – Excavation, Project #08-03c-01 from credit of various work not completed.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2a. Cypress Cove Family Aquatic Park, Phase 3 – Carpentry, CDP #08-03c-06

Change Order #8 is an increase to the contract to properly install the ADA shower seats and additional grab bars to meet the local village codes. The architect will pay for these modifications.

Staff recommends approval of Change Order #8.

MOTION by Mahoney, seconded by Duffy, to approve Change Order #8 for a net increase to Frontier Construction's contract in the amount of \$908.70 for the Cypress Cove Aquatic Facility Expansion, Phase 3 – Carpentry, Project #08-03c-06 for modifications to the ADA accessible shower components.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2b. Cypress Cove Family Aquatic Park, Phase 3 – Landscaping, CDP #08-03c-14 Change Order #1 - #2

Change Order (#1) is an add to the contract in the amount of \$608.00 which was the result of the owners request to add a drainage box and connect to storm sewer near the splash pad deck.

Change Order (#2) is an add to the contact in the amount of \$937.50 which was the result of the owners need to install a new drainage system for the three frogs on the rock after the landscape bed was initially installed.

Staff recommended approval of Change Orders #1 and #2.

MOTION by Duffy, seconded by Mahoney, to approve Change Orders #1 & #2 for a net increase to T.L.C. Group, Ltd.'s Contract in the amount of \$1,545.50 for the Cypress Cove Aquatic Facility Expansion, Phase 3-Landscaping, Project #08-03c-14 for adding unforeseen additional drainage work.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2c. Cypress Cove Family Aquatic Park, Phase 3 – Concrete, CDP #08-03c-04-Change Order #7 - #9  
Change Order (#7) was an increase to the contract in the amount of \$2,231.65 which was a result of the time and materials needed to replace existing cracked concrete squares.

Change Order (#8) was an internal deduct to the contract in the amount of \$823.00 which was needed to reimburse B&E Aquatic for a pipe damaged by a DeGraf Concrete truck.

Change Order (#9) was a decrease in the amount of (\$1,708.00) which was the result of a deduct of work not completed including the installation of new: concrete sidewalk, barrier curb, and handicap ramp with detectable warning.

Staff recommended Board approval of Change Orders #7 - #9.

MOTION by Duffy, seconded by Mahoney, to approve Change Order #7 through #9 for a net decrease to DeGraf Concrete Construction's contract in the amount of (#299.35) for the Cypress Cove Aquatic Facility Expansion, Phase 3-Concrete, Project #08-03c-04 for changes related to inter contractor contractual work and work not completed.

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

2.d Cypress Cove Family Aquatic Park, Phase 3 – Pools and Equipment, CDP #08-03c-12

Change Order (#9) was an internal increase to the contract in the amount of \$823.00 and was the result of the need to reimburse B&E Aquatic for a pipe damaged by a DeGraf Concrete truck.

MOTION by Mahoney, seconded by Duffy, to approve Change Order #9 for a net increase to B&E Aquatic in the amount of (\$823.00) for the Cypress Cove Aquatic Facility Expansion, Phase 3-Pools and Equipment, CDP #08-03c-12 for reimbursement a damaged pipe.

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

Change Order (#10) was an increase to the contract in the amount of (\$14,450.00) which was a result of an unforeseen break in the existing plunge pool supply and drain line piping.

MOTION by Duffy, seconded by Mahoney, to approve Change Order #10 for a net increase to B&E Aquatic in the amount of (\$14,450.00) for the Cypress Cove Aquatic Facility Expansion, Phase 3-Pools and Equipment, CDP #08-03c-2 for unforeseen repairs needed to the existing plunge pool supply and drain line piping.

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

2.e. Cypress Cove Family Aquatic Park, Phase 3 – Pools and Equipment, CDP #08-03c-12, Approval of Resolution 09-13.

MOTION by Duffy, seconded by Mahoney, to approve Resolution No. 09-13 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 for Change Orders #9 & #10 totaling \$15,273.00 for change related to inter contractor contractual work and unforeseen repairs to breaks in existing pool supply piping.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2f. Hobson Corner Park Development Project, CDP #09-02C-01

Change Order (#3) is an add to the contract in the amount of \$2,100.00 which resulted in the need to address the patching of areas on the tennis courts where existing surfaces meet new asphalt surfaces.

Change Order (#4) is also an increase to the contract in the amount of \$5,000.00. This change order was the result of the need to add quality top soil to the site.

Staff recommended approval of Change Order (#3) and (#4)

MOTION by Mahoney, seconded by Kubal, to approve Change Order #3 & #4 for a net increase to The Kenneth Company's contract in the amount of \$7,100.00 for the Hobson Corner Park Redevelopment Project #09-02c-01 for purchase and placement of topsoil and asphalt patching of tennis courts.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2g. Hobson Corner Park – Site Furnishings Purchase Project, CDP #09-02pc-01

Knitter explained that staff had requested a proposal from NuToys Leisure Products for the purchase of the remainder to the planned site furnishings for the subject park. Maintenance staff will install all of these furnishings.

Staff recommended Board authorization to proceed with the purchase.

MOTION by Duffy, seconded by Kubal, to authorize staff to proceed with the purchase of site furnishings from NuToys Leisure Products in the amount of \$10,820.00 for the Hobson Corner Park – Site Furnishings Purchase Project, CDP #09-02pc-01 for purchase of game tables, benches and waste receptacles.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2h. Shelter Shingle Replacement Project – CRP #09-01c, Authorization to bid

Knitter stated that as a part of the capital replacement program staff was in the process of preparing construction documents to bid the removal and replacement of existing degraded shelter shingles at Ides Grove East Park, Seven Bridges Park, and Sunnydale Park. Mike Adams explained the issues with the existing shingles to include an award received from a Class Action lawsuit against the original manufacturer. He reiterated that the new product recently used at International Estates Park is a new durable light weight synthetic shingle.

Staff requested Board authorization to bid.

MOTION by Duffy, seconded by Kubal, to authorize staff to bid the Shelter Shingle Replacement Project, CRP 09-01c in accordance with the capital replacement program.

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

2i. Forest Glen Park Parking Lot and Tennis Court Improvement Project-CRP #09-02c

Knitter again explained that as part of the capital replacement program, staff was in the process of preparing construction documents to bid the removal and replacement of existing tennis court chain link fence system (including post, rails, fabric, and hardware). Resurfacing of the tennis court asphalt surface; recolor tennis court surface and resurface parking lot surface of Forest Glen Park will also be included in the renovation.

Staff requested Board authorization to bid.

MOTION by Kubal, seconded by Mahoney, to authorize staff to bid the Forest Glen Park Parking Lot and Tennis Court Improvement Project, CRP #09-02c in accordance with the capital replacement program.

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

Knitter briefly updated the Board on the Cypress Cove Family Aquatic Park - Phase 3 Development Project, CDP #08-03c. Now that the facility had closed, reinstallation of the spray play area safety surface and removal and replacement of the play equipment skirting and slides was scheduled to be completed in September. All this work will be performed under warranty at no additional cost to the District.

With regard to the Janes Avenue Park Phase 4 Skate Board Park Facility, Knitter noted that Staff was working with the Village to submit the CDBG grant on October 1<sup>st</sup> and a separate Tony Hawk Grant. Mike Adams stated that a site tour had been presented to the Illinois Department of Natural Resources representatives for the OSLAD Grant. If invited, the presentation of our project would take place October 7<sup>th</sup> or 8<sup>th</sup> in Springfield. Also, the Village will hold a public hearing for this project September 17<sup>th</sup>. Adams stated staff is hopeful the entire project will be paid for through grant proceeds.

Lastly, Knitter reiterated that the Hobson Corner Park Construction is in its final stages. Grading work and installation of ornamental fencing along Hobson Road and Woodridge Drive will be completed shortly as well as plant material. The tennis courts had been complete and reopened to the public.

#### Golf Course

In Evans' absence, Prince reported that rounds for August totaled 7469, 250 less than 2008's total of 7716 and 400 less than our 13 year average of 7868. August's financials were looking good until three days of rain caused an estimated loss of 500 rounds and \$20,000 in revenues.

Financial information for August was presented. Revenues and expenses were down. However, the net will be greater than last year if the weather remains good through September. Hohnke requested an updated financial report.

Prince concluded his report noting that staff initiated and completed a retaining wall/flower bed project on the back of #17 tee using \$400.00 of Capital Development funds for concrete blocks.

### Recreation

Ritter began his report stating that staff was really working on promoting the fitness classes. A fitness e-mail blast was sent to the database which contained considerable information. The marketing department submitted press releases and placed a poster outside our preschool rooms. Free classes have been posted on our marquee. To date, only 3 fitness punch cards had been sold and no babysitting punch cards sold. 26 participants had registered for the free trial classes.

Totschool began classes September 8<sup>th</sup> with a slight increase in attendance.

Kidz Squad program has entered into its third season and registration was still filtering in. However, the numbers were slightly down compared to last year.

Indian Summer Festival will be held Sunday, September 27<sup>th</sup> at Castaldo Park from noon to 5:00 PM.

### Aquatics

Julie Rhodes said the pools had closed. Winterizing was underway. The 2009 Aquatic Report was in progress with an estimated completion date of October 30, 2009.

The Aquatics Department will conduct an Aquatic Workshop to discuss operational changes and improvements for next season. Rhodes wanted to congratulate the aquatics staff on a great season in the new park.

Mike Adams wanted to congratulate Julie Rhodes and her staff on Cypress Cove being chosen as a winning entry for Aquatics International's Best of Aquatics.

### Parks

John Karesh informed the Board the Janes Avenue Park concession building bathrooms were vandalized on August 24<sup>th</sup>. Even though there was damage, it could have been much worse. A police report was done however there are no leads.

Staff was working on completing an inventory of items we purchase through the Joint Purchase Program. Due to a high number of program participants, the District was able to purchase merchandise at a very competitive rate through this program.

Orchard Hill soccer field #4, Sunny Dale Park, Jefferson Jr. High and various Jane's Soccer Fields are being rested to complete a comprehensive turf improvement program that includes aerating, spot spraying, fertilizing, slit seeding, top dressing and introducing bio solids to additional fields. The use of bio solids for fertilizing will continue based on the results of turn improvements at the Orchard Hill soccer fields.

Preliminary planning was underway for the 2009 Indian Summer Fest. Maintenance operations, garbage and litter pick up and assisting with set up and take down will be provided by the maintenance staff.

Cypress Cove has been closed and work was under way for the annual winterization process. This process takes approximately 4-6 weeks to complete.

### Marketing

Megan Buchanan reported that the monthly e-newsletter was sent out Wednesday, September 2. A fitness e-news was sent on August 26<sup>th</sup>.

Staff was currently working on the winter/spring activity guide. The first draft of the guide should be received from the graphic designer on October 8.

A new History web page was currently in the works. This was created in honor of the park district's anniversary. It will feature important dates and milestones including facilities, parks and staff.

The first newsletter of the current school year, the October/November issue, will be delivered to schools the week of September 28<sup>th</sup>.

CONSENT AGENDA

MOTION by Mahoney, seconded by Duffy, to approve Consent Agenda items 1 through 8 for a total amount of \$901,034.63:

1. Regular Board Meeting Minutes ..... August 11, 2009
2. Vendor Payment & Payroll Ratification Report (8/7/09-9/3/09) ..... \$901,034.63
3. Hobson Corner Park – Development, The Kenneth Company, CDP#08-01c-01, Payout #3..... \$215,404.52
4. Hobson Corner Park – Aquatic Design Consultants, CDP #08-01ca-01, Payout #9 ..... \$ 489.73
5. Cypress Cove Addition Pool Piping Replacement/Repair-Oak Brook Mechanical, CDP #08-03pc-08, Payout #1 ..... \$4,590.00
6. Cypress Cove Addition – Fencing, Northern Illinois Fence, CDP #08-03c-03, Payout #4 ..... \$ 4,741.51
7. Cypress Cove Addition – Concrete, DeGraf Concrete Construction, Inc., #08-03c-04, Payout #9 ..... \$ 5,975.14
8. Cypress Cove Addition – Pools and Equipment, B & E Aquatics, Inc., CDP #08-03c-12, Payout #13 .... \$11,498.99

There being a roll call.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

DIRECTOR'S REPORT

Janes Avenue Park Skate Board Facility Development

Adams stated that this project had been previously discussed in depth. Authorization to submit an application seeking Community Development Block Grant Funds (CDBG) for this project was now needed.

MOTION by Duffy, seconded by Kubal, to authorize staff to submit an application seeking Community Development Block Grant (CDBG) funds for the Janes Avenue Park Skate Board Facility Development Project.

AYES: Duffy, Hohnke, Mahoney, Kubal

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

COMMITTEE REPORTS

No report.

EX-OFFICIO REPORTS

No report.

OLD BUSINESS

Policy Revision Request – Waiving Non Resident Picnic Fee for Non Woodridge Veterans

Mike Adams explained that this matter was brought up for discussion at the last Board meeting. Subsequent to discussing the topic among staff, it was recommended to keep the policy as it presently stands. Adams stated that

most park districts would honor either a waiver or price reduction for their own veteran residents and therefore they should have an opportunity to obtain a perm within their own respective districts. Staffs opinion was by allowing the waiver it could impact the availability of dates for residents to reserve the picnic areas. After Board discussion, the consensus of the Board was to not revise the current policy.

Forest Preserve District of DuPage County – Greene Valley Farm Barn Update

Mike Adams stated that an engineer had been commissioned to do a study and submit an estimate as to what it would take to get the barn back to "status quo" with no upgrades. This amount was over one million dollars. Local park districts felt that with ADA and fire improvements necessary as well, it would cost millions of dollars. The local park districts were not interested in pursuing such a venture. The County and Forest Preserve District would be the municipalities to decide if they needed this barn. Mike Adams noted that the Mayor and Village Administrator felt the same as the Park District.

EXECUTIVE SESSION

MOTION by Duffy, seconded by Kubal, to adjourn to executive session to discuss 2(c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and 2(c)(5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired at 8:10 PM.

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

MOTION by Duffy, seconded by Mahoney to reconvene the meeting of September 8, 2009 at 8:43 PM.

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

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Kubal, to adjourn the meeting at 8:44PM. ALL AYES. MOTION CARRIED.

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Brian Coleman, Secretary