



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, Kubal and Mahoney. Staff present: Adams, Evans, Karesh, Knitter, Larsen, Nichols, Pettit, Pollack, Rhodes, Ritter.

OTHERS IN ATTENDANCE: None

PRESIDENT'S REPORT

President Hohnke offered congratulations to the Finance Department for receiving the 2016 GFOA Certificate of Excellence in Financial Reporting.

President Hohnke noted that the annual "Park Clean-up Day" will be held on April 8, 2017 (9 a.m. - 11 a.m.).

President Hohnke mentioned that the Consolidated Election will be held on April 4th and the ceremony to swear in new officers will be held on May 7th.

President Hohnke concluded his report reminding everyone that there will be a Special Board Meeting (ARC Bids/Contracts & Budget Workshop) on Saturday, April 22, 2017 at 8 a.m.

STAFF REPORTS

Finance

Joan Larsen began her report stating that the Village Greens modified general ledger close along with a profit and loss statement for the twelve month period ended December 31, 2016 is scheduled for completion in late March. Audited financial reports for Village Greens will be prepared along with the comprehensive financial reports for the District at the close of the fiscal year, April 30, 2017.

Larsen stated that all 2016 payroll and IRS reporting has been completed. This consists of W-2's, Form 1099, and the Affordable Care Act and Illinois 941 reports.

Larsen noted that staff is actively soliciting recruits for the 2017 hiring season pursuing all avenues to advertise and recruit employees. Among our recent efforts is a poster that will broadcast on our marketing monitors at the ARC. This was developed by our Marketing Department and encompasses all the seasonal positions we are soliciting. Staff is also using this poster for job fairs.

Larsen concluded her report stating that the golf course Mitel phone installation was delayed due to a Comcast issue. The "porting" of the main number that had been requested was overlooked by Comcast. The porting of the number was completed on March 10th at which time the new phone system was 100% complete. Rewiring of network cabling at the golf course was completed March 14th. Staff is also in the process of obtaining quotes for secured Wi-Fi connectivity and adding wireless access points throughout the building.

Planning:

2a. Jenny Knitter began her report seeking Board action regarding the 2017 Nicor Easement Survey Project, CA #17-01pc. Knitter stated that staff requested proposals for survey work to be conducted for the Nicor Property from Timbers Edge through Nicor property to Ide's Grove East, so that staff can design the layout of a proposed path extension and submit it for Nicor review. The RFP was sent to multiple survey companies and was posted to the park district website. Staff received the following proposals:

- V3 Companies of Illinois, Inc. \$ 3,800

- Alfred Benesch & Company \$ 6,071
- Land Technology \$ 6,350
- Thomson Surveying, Ltd. \$ 7,695
- Dynasty Group, Inc. \$ 9,995
- APEX Consulting Engineers \$14,995
- Accurate Group, Inc. \$31,995

Staff recommended the Board accept V3 Companies of Illinois, Ltd as the low qualified proposal and approve a contract in the amount of \$3,800.00 based on the proposal for the 2017 Survey Project, CA #17-01pc.

MOTION by Duffy and seconded by Mahoney to accept V3 Companies of Illinois, Ltd as the low qualified proposal and approve a contract in the amount of \$3,800.00 based on the proposal for the 2017 Survey Project, CA #17-01pc.

President Hohnke requested a roll call.

Upon a roll being called:

AYES: Coleman, Kubal, Mahoney, Duffy, Hohnke

NAYS: None

Absent: None

MOTION CARRIED.

Knitter continued her report with the following information regarding the Skate Park Ramp Replacement Project. Knitter stated that staff has been in touch with American Ramp Company for the past several years to discuss issues that the District has experienced with two (2) of the existing concrete ramps. The ramps were showing unexplained large structural cracks. This is not typical of their product and therefore, the ramps are covered under warranty, but the shipping and installation are not covered. Staff negotiated a price of \$2,100 for American Ramp Company to ship the two (2) concrete ramps (over 1,300 lbs.) and install. Maintenance Staff demolished the damaged ramps and we expect delivery and installation of the new ramps in mid-March.

Knitter noted that in regards to the Village Greens Interior Clubhouse Renovation Project, VGCDP #16-02c, the tile installation in bathrooms and countertops were completed this month. The remaining work to be completed is punch list related.

Knitter mentioned that the contractor has submitted all shop drawings for the 2016 Community Center HVAC Replacement Project, CRP #16-16c, and AMSCO Engineering has completed review of those documents. The project timeline remains on schedule to start the week of March 27th.

Knitter added that work began on the Cypress Cove Family Aquatic Park - Pool Painting Project, ACRP 17-01c., with power washing and site prep for the main pool caulking and painting project.

Knitter concluded her report stating the contractor will complete site restoration including the out lot that was used for staging and site access for Crabtree Creek- Phase 1: Streambank Stabilization Project, CDP #16-02c upon completion of similar work for the Village – not completed to date. The grant documentation has been completed relative to the work done by the Park District. Staff is waiting for follow-up from the state grant administrator.

Golf Course

3.a. Brandon Evans began his report with an action item regarding the Village Greens Interior Clubhouse Renovation Project, VGCDP #16-02c. Evans stated that the proposed change order is to address items that were not included in the original bid specifications as completed by the Interior Designer. Improvements were at the Owner's request.

Note: window tinting for the west office windows was incorrectly listed in the Change Order #3 description approved last month but the amount was not included in the change order.

- Replacement of Bathroom Mirrors...\$1,150 – removal and replacement of existing mirrors located above the sinks in the men’s and women’s restrooms because of degradation to mirrors caused by years of cleaning and the nature of the wet conditions. A credit of \$250 will be included as the application oak trim around the mirrors described in Change Order #1 will be eliminated.
- Office Window tinting...\$900 – furnish and install window tinting to the west facing windows in the staff office.

Staff recommended the Board approve Change Order #4 to TMO Construction Inc.’s contract for a net increase in the amount of \$1,800.00 for the Village Greens Interior Clubhouse Renovation Project, VGCDP #16-02c to complete various interior improvements beyond those listed in the specifications to the office space and restrooms.

MOTION by Duffy and seconded by Mahoney to approve Change Order #4 to TMO Construction Inc.’s contract for a net increase in the amount of \$1,800.00 for the Village Greens Interior Clubhouse Renovation Project, VGCDP #16-02c to complete various interior improvements beyond those listed in the specifications to the office space and restrooms.

AYES: Coleman, Kubal, Mahoney, Duffy, Hohnke

NAYS: None

Absent: None

MOTION CARRIED.

Evans continued his report stating that Village Greens hosted 687 rounds of golf in February, a record for the month. This year was only the 4th time in 22 years we played golf in February.

Evans concluded his report stating that the clubhouse renovation is nearly complete. A few punch list items remain related to painting, bathroom partitions, and fixture placement. The dining room opened for a private event on February 24th and again on March 4th. The reaction from those events and from prospective clients has been overwhelmingly positive.

Recreation

Don Ritter began his report stating that enrollment for the Woodridge Soccer Association spring season currently stands at 284 players, which is four less than last year. Ritter added that a referee clinic was held at the Community Center on March 4th & 5th with 45 new referees participating and 50 referees getting re-certified. The season is scheduled to begin with scrimmage games on April 16th and regular season games on April 23rd.

Ritter stated that the President Day Tournaments were held at the ARC for both basketball and soccer. The Travel Basketball Tourney had seventeen (17) teams register (boy’s grades 5, 6, & 8). The Travel Soccer Tournament had six (6) U11 Boys teams and four (4) U11 Girls teams.

Ritter noted that three new sports camps have started up in February/March with some encouraging registration. A 3-day Softball Skills Camp taught by Denise McCance, a former high school varsity softball coach, has eighteen (18) participants. The Future Pros Soccer Foot Skills Camp for kids ages 6-15 has 31 participants. Windy City Basketball Camp will run for five (5) weeks with forty-seven (47) registered kids.

Ritter mentioned that the Teen Job Fair was held at the Westmont Park District on February 24th. Thirteen (13) teens registered for a class that taught skills on resume writing, filling out job applications, interviewing and social media. At the conclusion of the class, over fifty (50) kids came through the job fair with many of them interested in working at the pool and at Village Greens Golf Course. This program was a joint effort made up of teen committee staff from the park districts of Woodridge, Bolingbrook, Downers Grove, Clarendon Hills, Oakbrook Terrace, Westmont and Lisle.

Ritter stated that Totschool scheduled a field trip for the kids to visit the ARC on March 1st. The children had a phenomenal time and the parents loved the idea as well! Due to the unseasonably warm weather, the kids and teachers were able to enjoy some outdoor time as well.

Ritter mentioned that the Summer Camp job applications continue to flow in. Kim and Katie will be working on revamping our camp policies and procedures to coincide with the move to the ARC.

Ritter noted that open play at the ARC continues to thrive with 535 Daily Admission Passes sold and 1,124 Punch Passes/Membership passes scanned for a total of 1,659 participants in the month of February.

Ritter stated that unfortunately, the KIDZ Club (Child Watch) program has started out slowly. The program started on February 13th and is open Monday-Saturday from 8:30 a.m. -1:00 p.m. After fourteen (14) dates, there have only been a total of thirty-four (34) users. Staff will continue to monitor and evaluate the program.

Ritter added that the ARC rental revenue for the month of February totaled \$23,397.50, with \$20,170.50 of that coming from Turf rentals.

Ritter concluded his report stating that the total combined ARC Fitness Membership sales currently stand at 1,825 with 120 of those adding Group X memberships. 54 Group X punch cards (315 visits) have been purchased. Of our 1,825 members, 206 are Track Only members.

Aquatics

Rhodes introduced Amanda Nichols who reviewed the 2017/2018 Preliminary Aquatic Budget for the Board including the following: Proposed Operating Dates, Proposed Operating Hours, Proposed Special Events, Proposed Fee Schedule, Proposed Capital Replacement Schedule, Programs, Marketing Initiatives, 2017/2018 Budget Overview, Revenue/Expense Highlights and Obstacles.

Rhodes concluded her report with the following information:

- Early Pass Sales for Cypress Cove will be held Monday, March 20th– Sunday, April 9, 2017.
- The Aquatic Department will begin the hiring process for 2017 seasonal staff. The following positions need to be filled: 18 Lifeguards, 8 Deck Attendants, 10 Support Staff team members, 3 Guest Services team members, 12 Swim Instructors and 12 Concessions team members.
- Swim Team Registration for returning resident swimmers is currently being held. Registration for new resident swimmers will be held March 21st. Registration for returning nonresidents will be inputted March 22nd; registration for new nonresident swimmers will be held March 23rd.
- The Aquatic Guide was distributed to residents beginning March 3, 2017.

Parks

6a. John Karesh began his report seeking Board action regarding Contract Fertilizer Application, MSP #17-03pc. Karesh stated that staff requested proposals from three (3) Turf Care companies for the purpose of weed control & Grub treatment at select parks. Parks included are Cypress, Caddie, Administration office, Forest Glen, Forest View, International, Janes Park, Seven Bridges, Hobson Splash Pad, Westminster, Windy Point, Echo Park, Mending wall Park, Summerset & the ARC. The last four locations are new to our contracted list. Staff is still maintaining 20+ sites in house. Scope of work includes three (3) applications at the park sites for weed & feed control and Grub treatment at Cypress, Administration office & ARC.

	<u>True Green</u>	<u>Spring Green</u>	<u>Lawn Doctor</u>
Season Total	\$9,516.00	\$10,076.00	\$13,420.07

Staff recommended the Board accept the low proposal from True Green to complete weed & feed and grub services as noted in their respective quote not to exceed \$9,516.00

MOTION by Duffy and seconded by Coleman to accept the low proposal from True Green to complete weed & feed and grub services as noted in their respective quote not to exceed \$9,516.00

AYES: Coleman, Kubal, Mahoney, Duffy, Hohnke

NAYS: None

Absent: None

MOTION CARRIED.

6.b. John Karesh introduced Chris Pollack (Landscape Specialist), who reviewed for the Board the Natural Resource Management Plan for the Woodridge Park District.

Karesh noted that the Natural Resource Management Plan was developed to identify, classify and describe maintenance activities in the Park District's natural areas. A total of 40 sites were identified consisting of nearly 240 acres of natural areas including, prairies, woodlands, wetlands, streams and ponds.

Staff recommended Board approval of the adoption of the Woodridge Park District Natural Area Management Plan.

MOTION by Duffy and seconded by Mahoney to adopt the Woodridge Park District Natural Area Management Plan as presented.

AYES: Coleman, Duffy, Hohnke, Kubal, Mahoney,

NAYS: None

Absent: None

MOTION CARRIED.

Karesh continued his report stating that all fire extinguishers in District buildings and vehicles have been certified for the 2017 season.

Karesh added that the soccer goals are being brought in to be sanded and painted as weather and time allow.

Karesh noted that the ice rink season has come to an end due to the warm temperatures. Staff removed the rink from Forest Glen Park tennis courts.

Karesh updated the Board on the 2016-17 Woody Invasive Species Removal Project, Project MSP #16-09c. Staff continues to work with Homer Tree Service on the woody invasive species project at Hawthorne Woods. The project is approximately 80% complete but a little behind schedule due to weather and wet site conditions. The ground really never had a chance to freeze up this past winter and the rain has caused soft ground. Our hope is to have Hawthorne Woods completed by March 17th and move on to Boundary Hill Woods & Westminster Park.

Karesh mentioned that staff is working on inspecting and repairing all vehicles and equipment, as needed. The efforts that are put forth now go beyond typical preventive maintenance procedures and are an essential part of keeping future maintenance costs down and prolong the life of vehicles and equipment. Some of the practices that are being done include bearing replacement, hydraulic fluids & filter systems being drained and replaced and an overall assessment to ensure the equipment or vehicle is ready for the spring.

Karesh noted that staff is jack-hammering and breaking up the cracked concrete skate ramps at the Janes Skate Park in anticipation of replacement ramps to be installed under warranty.

Karesh offered congratulations to Carlos Ocampo who celebrated 17 years of service on March 6th.

Karesh stated that the planning and maintenance operations began March 1st at Cypress Cove. All of the pools at Cypress are planned to be cleaned in early May. Staff is also securing 2017 chlorine prices. As of this time, our supplier from last year has indicated there will be no increase.

Karesh concluded his report stating that the Park Clean-Up Day is Saturday April 8th from 9 a.m. – 11 a.m. At this time, the District is still accepting registrations for the event. We will be cleaning 10 – 12 park sites. Most groups will be notified ahead of time of their park site to reduce the congestion at Cypress Cove.

Marketing

Megan Pettit began her report stating the following information has been posted on the web, in the newspapers and on Facebook; Girls Softball League Registration Deadline; Open Playtime; KIDZ Club; Personal Training Special; Seasonal Jobs; TRX Circuit Training.

Pettit noted the Marketing department launched a public survey on February 3rd for the naming of the ARC Mascot and selected four (4) unique names. Those names were voted on by staff and “Ace” was the winning name which was submitted by a resident. With Board acceptance, staff will move forward with that name so we can design the mascot costume accordingly. The Board concurred and approved of “Ace” for the Mascot name.

Pettit mentioned the Marketing department assisted the facility manager in promoting KIDZ Club and Open Play which begins March 9th. Social media, facility posters, flyers to Totschool parents and email marketing were used to create awareness of both programs.

Pettit added the fitness manager developed a spring personal training special which was posted on Facebook and promoted via flyers at the ARC. It will also be included in the March ARC e-newsletter.

Pettit stated that the Graphic designer is currently working on the final draft of the summer guide which is scheduled for the printer upload on March 15th for delivery on April 7th.

Pettit concluded her report mentioning that because of the ARC, we anticipate more people taking Cypress Cove marketing materials. Therefore staff designed an aquatic quick guide, a 4-page color newsletter that includes brief info on hours, dates, season passes, rentals and swim programs.

Additionally, the Marketing department created a marketing plan to increase swim lesson registration to include targeted flyers to Totschool & KIDZ Squad participants, Facebook posts and advertising, school flyer, an inside front cover ad in the summer activity guide and email marketing.

With early bird pass sales beginning, March 20th, the Marketing department created several versions of a flyer and poster to promote the sale and posted at the Community Center and ARC. Email marketing will be sent the week of March 13th.

Safety Committee

Julie Rhodes stated that the March Safety Briefs were emailed to the staff on March 1, 2017.

Rhodes noted that CPR/First Aid training re-cert of existing staff and certification of new staff is ongoing.

Rhodes concluded her report by reviewing the Accident/Incident report for February 2017.

CONSENT AGENDA

MOTION by Mahoney, and seconded by Duffy to approve Consent Agenda item #1 for approval of minutes, and Agenda Items #2 through #11 for Vendor Payment & Payroll Ratification for a total amount of \$1,154,933.38.

1. Regular Board Meeting Minutes.....	February 14, 2017
2. Vendor Payment & Payroll Ratification Report (2/10/17-3/9/17).....	\$1,154,933.38
3. Illinois Pump, Inc., Bronze Bearing Replacement on Pumps, ACRP#12-01c-10, Payout #1(Final).....	\$11,150.00
4. Jensen's Plumbing & Heating – Community Center HVAC Replacement Project.....	\$4,716.00
5. Krueger International, Inc., Village Greens Interior Clubhouse Furniture Replacement Purchase VGCRP#17-01c, Payout #1 (Final).....	\$25,048.10
6. Miles Chevy 2017 Chevrolet 1500 4x4 pickup truck, Payout #1 (Final).....	\$22,948.00
7. TMO Construction, Village Greens Clubhouse Interior Renovations Project, VGCDP#16-02, Payout #2.....	\$43,351.65
8. V3, ARC – Survey Services – As-Built, Payout #1 (Final).....	\$2,900.00
9. Village of Woodridge, Town Centre Land Acquisition Debt Service Payment.....	\$358,998.00
10. Williams Architects, Athletic Recreation Center-Architectural Consultant Services, CA#14-01pc-01, Payout #37 (Final).....	\$240.00
11. Williams Architects, Athletic Recreation Center – Interior Signage Design Services, CA#14-01pc-01, Contract Amendment No. 3 (ARC Phase 2-Architectural Services), Payout #4.....	\$34,517.17

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

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

Executive Director's Report

F.1.a. Mike Adams began his report seeking Board action regarding a License Agreement for use of Cypress Cove Family Aquatic Park facility, various parking lots and grounds for the Rotary Club of Woodridge Annual Recycling Collection and Mini-Triathlon events.

Adams stated that each year the Board approves a license agreement with the Rotary Club of Woodridge to utilize Cypress Cove Family Aquatic Park facility & parking lot, and other park parking lots and grounds to host their Annual Recycling Extravaganza and Mini Triathlon. This year the Athletic Recreation Center (ARC) parking lot will be added to the license agreement.

The Rotary Club requests use of the Cypress Cove parking lot for the "Recycling Extravaganza" on Saturday, May 13, 2017 from 6 a.m. – 1 p.m. For their "Mini Triathlon" they request use of Cypress Cove Family Aquatic Park & south parking lots, from Friday, August 11, 2017 – 8 p.m. to Sunday, August 13, 2017 – 1 p.m., and the parking lots at the Athletic Recreation Center (ARC), Orchard Hill Park, Falconridge Park, and Janes Avenue Park from Sunday, August 13, 2017 from 12 a.m. to 1 p.m.

MOTION by Kubal and seconded by Coleman to approve a license agreement dated March 14, 2017 with Rotary Club of Woodridge for use of park district property located at Cypress Cove and various park parking lots.

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

F.1.b. Adams next action item seeking approval was to ratify the Executive Director's approval to enter into a purchase agreement for electrical power.

Adams stated that NIMEC is an electric purchasing co-operative of approximately 150 municipal and other government entities that “band together to drive down pricing”. NIMEC aggregates its members’ electric load in order to leverage higher volume and negotiate more aggressive pricing from energy suppliers. Northern Illinois Municipal Electric Cooperative (NIMEC) conducted the bid for electric March 8, 2017.

Adams noted that the Board approved Resolution No. 17-6 authorizing the Executive Director to enter into a purchase agreement for electrical power.

Adams added that this year, NIMEC provided 1 year, 2 year and 3 year pricing. Regulated costs for the pool increase each year approximately 3.8%.

Adams stated that NIMEC awards the bid to the supplier who provides the best pricing for the NIMEC group as a whole. Adams reviewed the weighted average bids for the entire NIMEC bid group. Dynegy Energy has been awarded the bid.

2017 Bid	2017	2018	2019
Dynegy	5.211	5.408	5.429
Constellation	5.218	5.412	5.440
Mc Squared	5.412	5.580	5.608

Adams mentioned that everyone in NIMEC receives their own, individual pricing. NIMEC does not conduct a “one price for all” bid. Adams reviewed the current price the District is paying for comparison purposes. Adams added that each member can select the term that they prefer: 1 year, 2 year or 3 year. NOTE: the ARC was added to this year’s bid. Adams noted that the Executive Director authorized a 36 month contract.

Staff recommended the Board ratify the Executive Director’s approval of a purchase agreement with Dynegy Energy Services, LLC issued March 8, 2017 for a 36 month term beginning May 1, 2017 for the purchase of electrical power.

MOTION by Coleman and seconded by Kubal to ratify the Executive Director’s approval of a purchase agreement with Dynegy Energy Services, LLC issued March 8, 2017 for a 36 month term beginning May 1, 2017 for the purchase of electrical power.

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

ARC Information

F.2.a. Adams next item seeking approval was regarding the Athletic Recreation Center – Gymnasium Addition CDP#17-01c. Adams noted that the separate bid packages associated with the Athletic Recreation Center - Gymnasium Expansion Project include the following thirteen (13) trade packages:

- | | | | |
|----------------------------|---------------------|---------------------|---------------------|
| 1. Excavation | 2. Concrete | 3. Masonry | 4. Structural Steel |
| 5. Carpentry & Gen. Trades | 6. Roofing | 7. Aluminum & Glass | 8. Wood Flooring |
| 9. Painting | 10. Fire Protection | 11. Plumbing | 12. HVAC/Mechanical |
| 13. Electrical | | | |

Adams reviewed the project timeline:

- Bid Let Monday, March 20, 2017
- Voluntary Pre-Bid Meeting Friday, March 24, 2017
- Bid Opening Friday, April 7, 2017

- Board Recommendation Saturday, April 22, 2017
- Construction Begins Monday, May 8, 2017
- Substantial Completion Friday, April 6, 2018

Staff requested Board Authorization to bid all bid packages associated with the Athletic Recreation Center – Gymnasium Addition Project, CDP#17-01c.

MOTION by Coleman and seconded by Kubal to authorize staff to bid all bid packages associated with the Athletic Recreation Center – Gymnasium Addition Project, CDP#17-01c.

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

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

F.2.b. Adams next action item seeking approval was ARC Landscape Planter Purchase (FF&E). Adams stated that since opening to the public, staff has observed numerous instances where cars have driven into the plaza space outside of the main building entrance. For accessibility reasons, a depressed curb runs along the length of the plaza space offering neither a physical nor a visible barrier to vehicular access. As weather improves and more patrons use the ARC's outdoor spaces, including the playground, staff feels it is necessary to create a physical/visual barrier to deter drivers from accessing the space.

Adams noted that the Planning department staff is recommending the purchase of six (6) large concrete planters (18" high x 60" diameter) to be placed on a grid that will aesthetically frame the building entrance, complement the design of the plaza space, and most importantly provide the needed physical/visual barrier. The planters would be a larger version of the bowl shaped planters at the Community Center. In addition to the initial cost of the planters there will be the on-going cost of furnishing and maintaining seasonal plantings (spring, summer, fall and winter). Staff plans to mitigate this burden by planting the centers of the planters with masses of ornamental grasses and seasonally changing the edge plantings. Adams presented staff's cost estimate:

COST ESTIMATE:

Planters (Wausau Tile, Qty. 6)	\$2,872
Potting Mix (2 cubic yards)	\$ 420
Ornamental Grasses (Qty. 42)	\$ 294
Spring Planting (Pansies)	\$ 180*
Summer Planting (Wave Petunias)	\$ 720*
Fall Plantings (Mums & Kale)	\$ 528*
Winter Planting (Evergreen Stems)	\$ 0 (trimmings from park properties)
Estimated First Years Total	\$5,014 (*estimated ongoing annual cost of \$1,428.00)

Staff recommended Board approve the proposal from Wausau Tile, Inc., for the purchase of (6) Precast Concrete Planters for the amount of \$2,871.16.

MOTION by Coleman and seconded by Kubal to approve the proposal from Wausau Tile, Inc., for the purchase of (6) Precast Concrete Planters for the amount of \$2,871.16.

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

Absent: None
MOTION CARRIED.

F.2.c. Adams final action item seeking Board approval was the Athletic Recreation Center – Consultant Management Services, CA #14-01pc-02 Contract Amendment No. 1 (ARC Phase 2 – Architectural Services). Adams stated that staff requested additional scope of services to complete construction management for preconstruction, construction and post construction services for the ARC Phase 2 – Gymnasium Addition project.

MOTION by Coleman and seconded by Kubal to accept Corporate Construction Management Services Amendment No. 1 to the Prime Agreement (A/A Document C132-2009 Standard Form of Agreement) between the Woodridge Park District and Corporate Construction Services dated February 28, 2014 to provide construction management services for a fixed fee of \$232,000 for the Athletic Recreation Center, Project CA#14-01pc-02 – Contract Amendment No. 1 (Gymnasium Addition).

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

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

Adams continued his report reviewing the Athletic Recreation Center 2 Gym addition status project schedule:

- Corporate Construction Schedule Assessment: The CM initially anticipated a 10-12 month construction schedule. CCS distributed a 10 month schedule previously to meet an intended start of March and the District's intended completion date for January 2018. At that time the CM indicated that it was a very aggressive schedule.
- The CM anticipated 16 bid packages and when the duration of the gym floor installation timeline is backed out it left approximately 2 weeks for each trade to complete their work. This is obviously not too realistic. With the timeline of design completion and grant approval moving back, the intended start and completion dates have changed.
- The CM now has issued a 12 month schedule. The CM's biggest concern now is the steel fabrication timeline. Steel joist fabrication and delivery could take sixteen (16) weeks to get and that could throw a ten (10) month schedule out of line. CCS's intent is to sit down with the low bid steel contractor and review the timeline for structural steel and joists and update the schedule at that time. The timeline intent is to open the addition as soon as possible.

Grant Application Status - Park and Recreation Facility Construction (PARC) Grant- Adams stated that staff has completed the final paperwork for the 100% funding request, Auditing field work has been completed, and staff just received the Auditor's report on 3/8/2017. It was also sent to the State for final reimbursement request on 3/8/2017.

Information/Discussion Items:

Adams reviewed a request from a resident to place a Little Free Library Stand at Ide's Grove West Park. Adams asked for Board feedback regarding this request. After discussion of the benefits and concerns, the Board was not in favor of this request.

COMMITTEE REPORTS

1. SEASPAR – No Report.
2. JUBILEE – No Report.
3. PDRMA – No Report.

EX-OFFICIO REPORTS

1. Plan Commission – No Report.
2. Chamber of Commerce – No Report.
3. Affiliated Athletic Associations – Don Ritter noted that Glenn Hussey will be meeting with WAA coaches on Saturday, March 18th to review the procedures for maintaining the baseball fields.

OLD BUSINESS

1. Adams informed the Board of proposed actions to be taken by the Local Governmental Property Assessment Consortium to contest a property assessment appeal in the Seven Bridges Development.
2. Adams informed the Board regarding various flood reduction projects being proposed & considered by the Village of Woodridge in the Triangle Park, Castaldo Park and Lake Harriet neighborhoods. In order to implement the conceptually proposed improvements, the Village may need to seek Park District approval of drainage easements within specific park areas for the purposes of installing or grading storm water improvements. Adams asked is the Park Board has any objections at this time with regards to authorizing potential drainage easements if the Village pursues any of the improvements. The Park Board concurred that they do not object to the request at this time but various conditions may be required with regards to maintenance of the improvements and other negotiated terms based on the final design and engineering.

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 Mahoney to adjourn the meeting at 8:50pm.

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

ALL AYES. MOTION CARRIED.

Respectfully submitted,



Jack Mahoney, Secretary