



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: Duffy, Hohnke, and Mahoney. Absent: Commissioner Coleman. Staff present: Adams, Karesh, Knitter, Pettit, Ritter, Rhodes. Staff absent: Brandon Evans, Chris Weber.

Public Participation: None

PRESIDENT'S REPORT

President Hohnke began his report with the swearing in of newly Re-elected Park Commissioner – Jack Mahoney.

Jack Mahoney, having been elected to the office of Commissioner of the Woodridge Park District in the Village of Woodridge, in the County of DuPage and Will and the State of Illinois, did solemnly swear or affirm that he will support the Constitution of the United States and the Constitution of the State of Illinois, and that he will faithfully discharge the duties of Commissioner of the Woodridge Park District according to the best of his ability.

President Hohnke noted that interviews for the Park Commissioner vacancy appointment process will begin August 22, 2017.

President Hohnke reminded everyone that the Woodridge Rotary 18th Annual Mini Triathlon will take place on Sunday, August 13th at Cypress Cove.

STAFF REPORTS

Finance

In Chris Weber's absence, Mike Adams noted that staff continues to work through the audit process, specifically the statistical section and the management's discussion and analysis. The audit is scheduled to be finalized in September in time for presentation at the October board meeting.

Adams mentioned that the District has received \$3.24 million or 52.26% of the 2016 DuPage County Tax Levy and 51.82% of the Will County Tax Levy. The next large distribution is scheduled for early September.

Adams concluded the report stating that staff has completed the employee review process for all District employees.

Planning

2.a. Jenny Knitter began her report with an action item regarding the 2017 Asphalt Resurfacing Project – CRP#17-01c. Knitter stated Change order #1 is to account for additional path patching needed at 83rd Street Park Parking Lot as observed due to the degraded condition of the asphalt after milling. The Change Order includes a deduct for the removal of center line striping from the contract for 63rd Street Path, Willow Creek Path and Lake Carleton Path, as staff determined that line striping was no longer needed since connections to Village Paths were no longer striped, therefore there was no consistency throughout the bikeway system.

Staff recommended the Board approve Change Order #1 to Evans & Sons Blacktop, Inc.'s contract for a net increase of \$1,347.62 for the 2017 Asphalt Resurfacing Project – CRP#17-01c to install additional parking lot patches and delete centerlines from various paths.

MOTION by Duffy and seconded by Mahoney to approve Change Order #1 to Evans & Sons Blacktop, Inc.'s contract for a net increase of \$1,347.62 for the 2017 Asphalt Resurfacing Project – CRP#17-01c to install additional parking lot patches and delete centerlines from various paths.

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

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

Knitter continued her report with the following information regarding the Triangle Park Restoration Project – Engineering Consultant Services, CA #17-04pc. Knitter stated later this month, Living Waters Consultants is planning to submit drawings for Army Corp permit review.

Knitter stated the consultant, by request of staff, is assessing an engineering scope reduction option that would focus primarily on stream bank stabilization and eliminating any flood reduction scope to the project since the Village is pursuing other flood mitigation measures. A cost analysis of this option will determine if it could reduce the District's overall local share cost taking into account the potential loss of the CDBG grant but maintaining the EPA grant.

Commissioner Duffy asked if the Village has decided their stand on this issue with regards to local cost sharing related to the District's proposed project. Adams replied the District has not received a formal written response to date and believes that has yet to be determined, especially since the Village is pursuing other potential flood mitigation measures.

Knitter mentioned that V3 conducted work in Mid-July on the 2016-17 Wetland Delineation Project, MSP #16-08pc and provided wetland delineation maps for utilization in the Woody Invasive Bid Documents for better estimating and pricing by contractors.

Knitter noted work began the week of July 24th for the 2017 Asphalt Resurfacing Project – CRP#17-01c, with improvements to the 83rd Street Park parking lot. Patching was also completed in the parking lots at Janes Ave. Park and Cypress Cove. The week of July 29th the contractor milled and resurfaced pathways at Lake Carleton, 63rd Street Park and Willow Creek School. The work at each site was done in succession with paving being completed the day after milling at each site to minimize downtime for the paths. All paths were reopened for use within the week. Work continues on the parking lot at 83rd Street. Contractor anticipates completing work this week.

Knitter mentioned on June 13th staff met with the contractor for a pre-construction meeting and approved the color of the retaining wall material for the Community Center Staff Entry Retaining Wall Repair Project, CRP #17-04c. The contractor ordered the material following the meeting and plans to complete the replacement promptly upon receipt of the materials. We anticipate this project being completed by Mid-August.

Knitter stated that regarding the Ide's Grove East Pond Maintenance Project – Electrical Service Addition, CDP #17-02pc-02, Utility Dynamics Corp. is scheduled to be on site the week of August 7th to complete the addition of the electrical service for the aeration system as designed. The earliest available date for their directional boring equipment to be on site is August 8th. They anticipate their work to be completed within 1-2 working days.

Knitter continued with Ide's Grove East Pond Maintenance Project – Aeration Equipment Purchase and Installation, CDP #17-02pc-03, stating an order was placed for the equipment immediately following the June Board meeting. The fountain controller has been delivered to the District and will be provided to the electrical contractor when they are on site in August to complete the service addition. Clarke Aquatic will schedule installation of the aeration device/fountain once the electrician has completed their work.

Knitter noted for the Lake Harriet Pond Maintenance Project – Electrical Engineering Service, CDP #17-02pc-01, the consultant is in the process of coordinating with ComEd for location and installation of a new cabinet since there is no existing cabinet on the site. Request for proposals for this project will be let once the consultant completes this coordination process as well as the design.

Knitter concluded her report stating the contractor completed regrading and reseeding of site restoration including the out lot for Crabtree Creek- Phase 1: Streambank Stabilization Project, CDP #16-02c. The contractor is still responsible for project maintenance that is scheduled this month. As-builts were submitted to the Village for final approval.

Golf Course

In Brandon Evans absence, Mike Adams began the report stating rounds played ticked upwards in July. Weather was much better than previous months, and although there is still a severe decline in play in Chicago this summer, the course was able to improve upon last July's total of 6,010. The 6,680 rounds hosted increased YTD rounds to 21,238 vs. 22,633 last year. We remain approximately \$110,000 off the revenue target for 2017-2018.

Adams mentioned the contracted tree removal work was completed on August 2nd. In-house, crews completed storm cleanup (2 felled trees) from a storm on July 23rd. There are 13 dead trees throughout the course which require removal.

Adams concluded the report stating the Maintenance staff invested just over 800 hours in course maintenance during the month. Approximately 640 hours were dedicated to 'mandatory' daily activities such as changing cups, mowing, cart control, bunker maintenance, etc., leaving 160 hours for discretionary and/or unexpected activities.

Discretionary/unexpected activities accomplished included the following:

- Storm clean-up: 11 man-hours – tree and branch removal.
- Rain event(s) – Bunker maintenance-pumping – 16 man-hours
- Property line maintenance / weeds, suckers – 2 hours
- Hydraulic leak - Putting green re-sod – 12 man hours
- Sod installation and daily hand watering in various spots – 22 man hours
- Tree sapling/sucker removal – 6 man hours
- Irrigation head leaks/replacement/repair – 14 man hours
- Flower bed maintenance – 22 man hours
- Irrigation head pruning – 9 man hours
- Naturalized area mowing / willow removal – 14 man hours
- Slit seeding – Ground under repair reseeding – 10 man hours
- Hazard and GUR marking – special event – 4 hours
- Weed control cart paths/faux bunkering – 3 hours
- Weed/grass control – tree rings – 2 hours
- Extra spraying – disease control greens and fairways – 10 hours
- Clubhouse related activities (new dryer install, etc.) – 2 hours

Recreation

Don Ritter began his report stating fall enrollment for WSA Soccer program currently has 351 in-house players divided up among 32 teams, which is 13 less participants than last fall. Practice games will begin on August 19th and the regular season on August 26th.

Ritter mentioned that Lyndsie Long, Girls Varsity Basketball Coach at Downers Grove South, hosted a 3-day basketball camp at the ARC with 17 girls participating.

Ritter noted eight volunteers from the Active Adults Fishing Club assisted with providing a fishing day for 29 of our summer camp kids at Lake Carlton on July 24th.

Ritter stated Kim Passini, Senior Coordinator, has applied for an AARP Community Challenge Grant to provide funding assistance for materials and supplies needed for the Crafting Club's upcoming fall projects. Funding assistance would be a great benefit to the club's mission and purpose and provide a positive impact in giving to the community's various charities.

Ritter mentioned Adventure Camp and Trek & Travel Camp will finish up on August 11th. Staff did a magnificent job this year with the transition to the ARC!

Ritter mentioned the Summer Concerts in July included 175 attendees at Mending Wall Park, 130 attendees at Janes Avenue Park, and 200 attended the show at Seven Bridges Park. Final concert will be held on August 2nd at Westminster Park.

Ritter added Two Movie-Under-the-Moon events are scheduled for August 4th and 18th. So far for this summer, we have had two movies held and one rained out on July 21st.

Ritter noted the Annual All Village Garage Sale was held on August 5th -at Echo Point Park, we had great turnout.

Ritter mentioned the Annual Family Campout event is scheduled for August 11th & 12th at the Community Center.

ARC Information

Ritter stated new summer weekend hours were implemented in July at the ARC and will run through Labor Day weekend. The facility is closing on Saturdays and Sundays at the same time as the fitness center, 7 p.m. and 6 p.m., respectively. Staff has not received any negative comments about the schedule change.

Ritter noted last month, staff added new rates for the Kidz Club childcare program and we did see a 62% increase in attendance from June (76 children) to July (123 children).

Ritter mentioned that staff has been busy scheduling soccer tournaments for the Fall & Winter seasons. Staff is also scheduling rentals for November through March and has received commitments from seven groups. Facility rental revenue for the month of July totaled \$4,754.00.

Ritter stated the total combined ARC Fitness Membership sales currently stand at 2,278 with 143 of those adding Group X memberships. 108 Group X punch cards have also been purchased. Of the training sessions purchased, 21 were purchased by non-members, the remaining 298 by members (319 total sessions purchased).

Ritter concluded his report stating as staff had reported to the Park Board earlier this year regarding the Illinois Department of Human Services Child Care Assistance Program (CCAP) and the stringent training requirements in order to become a provider of the program, staff had started to look at alternative options to try and assist families in financial need to participate in our Kidz Squad and Summer Camp programs. Just this week, staff was informed that the CCAP training requirements (see attached information) have been simplified and we will now be able to continue with the program and with the assistance of the Village as in the past. Staff will begin the process of getting the program staff the proper training completed by the September 30, 2017 deadline. With the Kidz Squad program beginning August 16th, the timing of this change has caused quite a challenge for staff. The good news is that families will now have the opportunity to afford and participate in the After School and Summer Camp programs.

Aquatics

Julie Rhodes began her report stating on Monday, July 24th, Cypress Cove's lifeguard staff were audited by Starfish Aquatics. The lifeguard staff received the 5 Star Safety award for their July Audit, as well as their June audit.

Rhodes added that attendance for the Flick & Float, held on Friday, July 28th was 113.

Rhodes noted that attendance for the Teen Splash Bash, held on Thursday, July 13th, was 202. The last Teen Splash Bash for the season is scheduled for Thursday, August 10th.

Rhodes stated Superhero Family Fun Day is scheduled for Friday, August 11th from 12 – 4 p.m.

Rhodes mentioned the Sea Lions Swim Team completed their season on Saturday, July 29th. This year the team had 181 registered. Overall, Sea Lions Swim Team took 2nd place in their Conference.

Rhodes added the Sea Lions Swim Team Parent's Board will be holding elections this fall for the Vice President, Secretary and Treasurer.

Adams updated the Board on patron concerns regarding foot injuries originating from the pools recently repainted in the spring. He stated while the amount of reported occurrences are down after numerous attempts to resolve the issue by the contractor, it is still a primary concern that warrants continued investigation and resolution. Personnel from multiple departments continue to investigate the matter to identify the source of the problem as well as pursue potential warranty repairs with the painting contractor. He added staff has been in contact with the District's legal counsel to review and discuss contract warranty compliance.

Adams mentioned that the lazy river pump replacement still has not been fully repaired and operational. Thomas Pump had ordered the custom parts and they arrived on August 3rd, however, one part was measured incorrectly and does not fit with the new pump. Thomas Pump called the Aquatic Maintenance Supervisor on August 3rd to inform him of this issue. They have ordered the correct part and hope to have it in stock and complete the pump repair by Friday, August 11th.

Rhodes continued her report stating Cypress Cove is scheduled to close for the season on Monday, September 4th. Modified hours will begin on Saturday, August 12th, and the specific pools to remain open will be based on available staffing.

Rhodes concluded her report reviewing the operating days for Cypress Cove for May/June/July 2017 were 62/62 compared to 2016's operating days of 61/65. Attendance Statistics for May/June/July 2017 were 69,040 compared to 2016's 63,777. Rhodes noted that the aquatic year to date revenue was included in Board packet for review.

Parks

John Karesh began his report stating Grub treatment has been applied to select park sites where previous damage has occurred. Crews are also fertilizing parks and removing weeds within our parks and on our ballfields. Staff has also continued mulching our park sites.

Karesh mentioned the new Landscape Specialist, Daniel Stadler, started working July 17th. Daniel is working with the Natural Resources Manager on landscape needs at Seven Bridges Park and assisting with the recent storm damage clean up.

Karesh noted concrete repairs were completed at Janes NE first base side dugout area. The concrete had settled and heaved up around a couple support posts. Staff worked with Rock Star Concrete to complete this repair.

Karesh stated the latest July storm that came thru the area caused approximately eight (8) trees to be knocked down or snapped at Lake Harriett, Lake Carleton, Summerhill, Triangle Park, 63rd Park and Hawthorn Hill Woods. Staff is also cleaning up branch debris at numerous parks.

Karesh noted the Soccer fields are being prepared for the 2017 fall season. This project will take approximately two (2) weeks to complete and includes the layout/lining of fields and the placement of goals and bleachers. The fall season is set to begin August 20th.

Karesh added that staff is going park site to park site and power washing the shelters and painting as needed.

Karesh concluded his report stating staff is working on preparation of paperwork in anticipation of the PDRMA Loss Control assessment process scheduled for August 18th.

Marketing

Megan Pettit began her report stating that the following information was posted on the web, in the Newspapers and on Facebook; Movies Under the Moon, Summer Concerts, All Village Garage Sale, ARC Summer Hours, ARC Summer Open Gym & Turf Rentals, ARC July Membership Raffle, Open Climb, Teen Splash Bash, Duck & Dodge Fest, 3v3 Basketball Tourney.

Pettit stated in an effort to increase awareness of the last summer special events, staff created a variety of marketing materials including posters at the Community Center, ARC and Hobson Corner Park bulletin board, a graphic and story in the August Park District e-newsletter and social media posts.

Pettit mentioned that the fall activity guide was delivered to resident homes beginning July 28th through Monday, July 31st. Deliveries to missed homes will take place through August 16th as needed. The e-guide was available on the 26th.

Pettit noted the marketing department is currently working on the 2018 publication schedule and researching cost saving options including printing and delivery for upcoming brochures.

Pettit concluded her report stating the marketing department reproduced the Woodridge Police Department’s marketing campaign “Lock Your Car, That’s the Key”. We placed A-frames and posters at Cypress Cove, ARC, Community Center and Hobson Splash Pad and included information in an eNewsletter.

Safety Committee

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

Rhodes concluded by reviewing the Accident/Incident Report for July 2017.

CONSENT AGENDA

MOTION by Duffy and seconded by Mahoney to approve Consent Agenda item 1 and 2 for approval of minutes and Agenda Items 3 through 11 for Vendor Payment and Payroll Ratification for a total amount of \$1,284,068.87.

- 1. Regular Board Meeting MinutesJuly 11, 2017
- 2. Executive Sessions Board Meeting MinutesJuly 11, 2017
- 3. Vendor Payment & Payroll Ratification Report (7/07/17-8/03/17)..... \$1,284,068.87
- 4. Corporate Construction Services, Athletic Recreation Center, Construction Management Services, CA#14-01pc-02, Contract Amendment No. 1 (Expansion), Payout #4 \$21,400.00
- 5. Excel Electric, ARC Electrical, CDP#17-01c-13, Payout #1..... \$5,311.70
- 6. Geocon Professional Services, ARC Testing Services, CA#17-02pc, Payout#1 \$4,137.00
- 7. Hargrave Builders, ARC Carpentry/Gen Trades, CDP#17-01c-05, Payout #2 \$15,509.70
- 8. Jensen’s Plumbing, ARC HVAC/Mechanical, CDP#17-01c-12, Payout #1 \$4,062.87
- 9. Kendall Excavating, ARC Grading, CDP#17-01c-01, Payout #2 \$12,429.18
- 10. Rock Star Concrete, Inc., Janes Ave. Park-Dugout Concrete Repair Project, MSP#17-04PC, Payout #1 (Final)..... \$5,475.00
- 11. Williams Architects, Athletic Recreation Center – Architectural Consultant Services, CA#14-01pc-01 Contract Amendment No. 3 (ARC Phase 2 – Architectural Services), Payout #8..... \$4,865.00

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

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

DIRECTOR'S REPORT

F.2.a. Adams asked Knitter to review the Athletic Recreation Center (ARC) status. Knitter began stating staff will conduct a final warranty walk through in mid-August related to landscaping to determine if there are any other plants that need to be replaced. Then, this fall, the contractor will reinstall any plants that were removed or died.

Knitter mentioned staff received final reimbursement for the EPA 319 grant on July 20, 2017. This was the final outstanding grant reimbursement for the ARC.

Knitter noted staff submitted drawings to the Village for PUD Minor Amendment and Building Permits in July for the Park Shelter addition.

Knitter stated staff has assembled RFP's sent to the various trade scopes for the work (concrete, carpentry, electrical, masonry, excavation, etc.) to construct the added park shelter. To date, the District has only received three of the five proposals back, so a recommendation will occur at a future Board Meeting.

Knitter reviewed the Athletic Recreation Center – Expansion Contracts:

Progress to date:

1. Building Demolition Completed 7/26
2. Metal Wall Panels Salvaged & Stored onsite
3. Structural Steel, Joists, and Metal Decking Delivered 8/1
4. Fire Protection permit received 8/2

Schedule:

1. Structural Steel Erection 8/1 – 8/18
2. Underground MEP 8/21 – 8/23
3. Stone for Slab 8/24 – 8/25
4. Vapor Barrier (Insul-tarp) & Wire Mesh 8/28 – 8/29
5. Radiant Heating 8/30 – 9/5
6. Pour Slab On Grade 9/6 – 9/8
7. Start Masonry 9/11
8. Start Framing 9/11

Adams added that staff is still researching options to utilize the space above the MAC gym office/storage space. Adams noted that one option is to install a foam play space for younger children. Staff is currently doing some preliminary research regarding constructability and feasibility. Once more details are available, staff will bring to the Board for further discussion.

Knitter concluded her report stating during rains on July 22nd, and 23rd, water had entered through the exposed south façade, into the exit staircase (non-public space). The Contractor was called and a barrier was secured to eliminate this intrusion from occurring again. No rain has occurred since, and there has been no evidence of water entering the building. The Architect was on site to review the damage. It looks as though drywall and painting will be required to be replaced, which will be covered by the carpenter at no cost to the District. A hole will be cut in the wall to see if any water or damage has formed. If so, action to remediate will be taken immediately. If not, the drywall and paint repairs will happen this winter along with the drywall work associated with the rest of the expansion.

Information/Discussion Items:

3a. Village of Woodridge Proposed Roberts Drive Stormwater Improvements/Drainage Easements – Adams updated the Board on the proposed Village project. He stated the Village has finalized preliminary engineering to divert storm water from Roberts Drive and Roberts Court into a new storm water pipe to be installed in Castaldo Park. The Village will be seeking a drainage easement to construct and maintain the proposed storm water pipe. Adams added if there was no Board objection to the project, staff will request the Village to submit for final District review and consideration all final engineering (stamped by a licensed engineer), draft easement agreement, and reimbursement of fees agreement. Board further discussed potential impact on park property such as flooding since the stormwater from Roberts Drive will now be

diverted through the park and future maintenance of the new storm line to be Village's responsibility. There was no objection from the Board to the concept subject to final engineering and easement agreement review and approval.

3b. Reimbursement of Fees Agreement Consideration – Adams requested Board feedback to create a Reimbursement of Fees Agreement similar to the Village's agreement, to recoup expenses incurred for projects proposed by other parties (e.g. Village) for projects proposed on District property that do not benefit the District but which such projects the District does not object to. He added, if initiated, this type of agreement would apply to the Village's proposed Roberts Drive Storm Water Improvement project. Further discussion ensued regarding the type of expenses that would have to be reimbursed. Adams explained consulting engineering fees to review other proposed engineering to ensure there's no detriment to park property, attorney fees, surveyor fees, plus a percentage to cover the District's administrative expenses. After additional discussion, there was a Board consensus to initiate an agreement.

3c. Town Centre Property

Adams informed the Board of the Mayor's letter to President Hohnke requesting Park District feedback regarding the Village's use of approximately four (4) acres of the Town Centre Property to construct a future Village facility. Adams recapped the history of the Town Centre property acquisition to include the reasons publicly cited to the public to acquire the property, the existing intergovernmental agreements with the Village, and the approved Town Centre Master Plan. Adams requested Board feedback on potential options to consider in order for President Hohnke to respond to the Mayor's inquiry.

Adams reviewed three potential options for Board consideration: 1) permitting the Village's use of 4 acres of property / compensation based on a formula to be determined, 2) equally split the 44 acres which would require a negotiation on the acreage to be split, or 3) reject the use of 4 acres for facility development to adhere to the agreement to preserve the property for parks and public grounds and pursue the Town Centre master plan development as originally approved by both agencies. Discussion ensued regarding the impacts of each option.

President Hohnke and Commissioner Mahoney stated the property should remain as "Green Space", citing the previous promise to the residents by both the Village and Park District to preserve and use the property for parks and public grounds and conform with the intent of the IGA as well as the Town Centre Master Plan that was approved by both agencies. Additional discussion included the Park District's previous offer to convey or swap alternate park property for the Village's consideration to construct a facility in order to preserve the Town Centre property, which was consequently rejected by the Village as a viable alternative. Commissioner Duffy stated he's undecided at this time, but if the Park Board was open to permitting such use on the 4 acres, he suggests the matter should first go through a public process such as a Town Hall meeting to gather public feedback and opinions. President Hohnke responded that the public has already provided their feedback through the comprehensive Town Centre master planning process and the public's opinion, at that time, was to not develop any facilities on the property. He added, the Boards of both agencies jointly met and approved the plan.

The Board reviewed the Town Centre master plan to better visualize and orientate the potential facility placement proposed by the Village in relation to the master plan.

After additional discussion, the Board reached a consensus based on the importance of the matter to table a formal response until a full board can convene to review the matter collectively.

COMMITTEE REPORTS

SEASPAR – No Report

JUBILEE – A final report will be submitted following receipt of all outstanding expenses.

PDRMA – Adams noted the comprehensive loss control review & assessment process by PDRMA are in progress

EX-OFFICIO REPORT

1. Plan Commission – No Report
2. Chamber of Commerce – No Report.

3. Affiliated Athletic Associations

- a. Woodridge Soccer Association (WSA) – No Report.
- b. Sea Lions Swim Team Parent Association – No Report.
- c. Woodridge Athletic Association (WAA) – Don Ritter gave a brief summary of a recent issue regarding the WAA Travel Board voting to approve a ban of a past coach's family from participating in WAA, which was supposedly a reaction due to the coach deciding to leave on his own to take a paid coaching position elsewhere and claims of persuading past players from the WAA team to play on the new team. There is a disagreement within the WAA organization with the Board's action. Ritter explained he received some comments that the Park District should intervene, since the WAA uses District fields, however he stated to the WAA because the issue is an internal operational matter, the District would not get involved.

OLD BUSINESS

Adams asked for Board feedback on holding a Special Meeting Board Workshop at 6 p.m., before the September 12th Regular Board Meeting to complete a Needs Assessment workshop led by Ron Vine & Associates. The Board agreed to the meeting. Adams added that staff will also complete a needs assessment exercise with the consultant. He asked for Board feedback on whether or not to create an Ad Hoc Advisory Resident Focus Group, in advance of the proposed survey, to also complete a needs assessment which would provide valuable input in drafting certain questions on the survey. Adams explained the value of the focus groups used during the 2009 Needs Assessment. The Board stated they would like to have a resident focus group compiled.

Adams added the results of the needs assessment process will be used to identify priorities in the proposed 5 year Strategic Master Plan.

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 regular Board meeting of August 8, 2017 at 8:35 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Jack Mahoney, Secretary