

WOODRIDGE PARK DISTRICT
Regular Board Meeting
October 10, 2017



Commissioner Duffy 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: Cohen, Coleman, Duffy, and Mahoney. Absent: President Hohnke. Staff present: Adams, Curry, Evans, Karesh, Knitter, Pettit, Ritter, Rhodes, Webber.

Others Present: Brian Lefevre, Sikich, LLP.

PRESIDENT'S REPORT

In President Hohnke's absence, Commissioner Duffy presided over the meeting and began the President's report reviewing Resolution No. 17-16 a Resolution Commemorating Park Commissioner Joe Kubal for Twenty-Two Years of Dedicated Service to the Woodridge Park District. After reading aloud the resolution, Commissioner Duffy asked for a motion to approve Resolution No. 17-16.

MOTION by Mahoney and seconded by Coleman to approve Resolution No. 17-16 Commemorating Park Commissioner Joe Kubal for Twenty-Two Years of Dedicated Service to the Woodridge Park District.

Commissioner Duffy requested a roll call.

Upon a roll being called:

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None

Absent: President Hohnke

MOTION CARRIED.

The Board thanks Joe Kubal for his 22 years of service and provided a few tokens of the District's appreciation. The Board recessed that meeting at 7:10 p.m.

The Board reconvened at 7:15 p.m.

Commissioner Duffy continued by mentioning the Haunted Forest Walk Special Event will be held on October 20-21, 2017.

Commissioner Duffy noted the Volunteer Reception will be held on Friday, November 3, 2017 at the Maintenance Facility.

Commissioner Duffy concluded his report stating the Illinois Association of Park Districts Legal Symposium will be held on November 9, 2017.

STAFF REPORTS

Finance

1a. Chris Webber began his report introducing Mr. Brian Lefevre, from Sikich, LLP to present the Comprehensive Annual Financial Report (CAFR) for the Year Ending April 30, 2017. Mr. Lefevre presented highlights and overall summary of the annual report. Staff recommended the Board accept the Comprehensive Annual Financial Report Year Ending April 30, 2017.

MOTION by Mahoney and seconded by Cohen to approve the Comprehensive Annual Financial Report Year Ending April 30, 2017.

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None
Absent: Hohnke
MOTION CARRIED.

Webber continued his report reviewing the 2018 Employee Health Benefits Plan Coverage. Webber stated staff has received the 2018 Health Insurance Information from PDRMA and attended a webinar to go over plans offered in 2018, discussed any potential insurance premium increases and to determine the medical plan or plans that will best meet the District's needs. PDRMA has done their best to control the cost of insurance annually. However, the market dictates that an increase in 2018 is necessary. He reminding the Board that rates did not increase in 2017.

Webber stated for 2018, PDRMA has increased premiums on average as follows: HMO – 3.2%, PPO – 4.3%, Dental – 0.9% and Vision – 0.8%. Staff received a Medical Cost Modeling Tool from PDRMA which allows for an analysis of fourteen (14) different medical plans offered. In finalizing a plan recommendation, staff was cognizant of previous Board feedback and discussion to strive for the District's goal of providing quality reasonable cost health care options for its employees while targeting a percentage of premium paid for by the District at 80-85% while controlling overall annual premium cost increases. After a thorough analysis and taking the different factors into account, staff is recommending maintaining the same coverage types as in the 2017 medical plans. In order to achieve the 80-85% target, a portion of the premium increase will also have to be shared by the employees.

Webber reviewed the plan options and costs.

Webber explained the increases in the employee share above will result in an aggregate share of the premium to be 14.54% for 2018. This is based on current information and some assumptions staff has made based on future staffing needs/changes. For a comparison, in 2017 staff assumed 13.72% of the total premium cost.

Staff recommended a final decision be made at the November Board Meeting in order to finalize the plan options for employees during the open enrollment period.

Webber continued stating the Treasurer's Report has been prepared but is no longer published in the local newspaper due to a revision in the Public Funds Statement Publication Act in 2012. The "Notice of Availability of the Audit Report" will be published per the Act, which shall include at a minimum the time period covered by the audit, the name of the firm conducting the audit and the address and hours of the location where the audit report may be publicly inspected.

Webber noted the Annual Financial Report is ready to be filed with the state and county agencies. The Comprehensive Annual Financial Report (CAFR) will be submitted to the Government Finance Officers Association (GFOA) in an effort to be awarded the Certificate of Excellence again later this month. The CAFR will also be filed with EMMA as required for our municipal bond issues. The Electronic Municipal Market Access system, or EMMA®, is the official repository for information on virtually all municipal securities. EMMA provides free public access to official disclosures, trade data, credit ratings, educational materials and other information about the municipal securities market.

Additionally, included in the packet is the August, 2017 monthly financial report comparing revenues and expenditures on a year by year basis as well as compared to the Budget. Currently, all expenditures are within budget guidelines as August represents just the 4th month of the Fiscal Year.

Webber stated the District has received 98.36% of \$6,249,948 or 96.72% of the \$6,461,564 2016 Tax Levy.

Webber concluded his report reviewing the various IT projects currently being undertaken or about to begin

Adams noted that staff is reviewing the "Volunteer" policy questionnaire and will have more information to follow.

Planning

2a. Jenny Knitter began her report with an action item regarding the Hawthorne Hill Woods – Topographic Survey, CA#17-05pc. Knitter stated staff requested proposals for survey work to be conducted for the Hawthorne Hill Woods property, so that staff can begin site planning activities. The survey will incorporate information previously collected including wetland delineations and the recent tree survey. 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, Ltd. \$ 16,000
- Land Technology \$ 42,250

Staff recommended the Board accept V3 Companies of Illinois, Ltd. as the low qualified bidder and approve a contract in the amount of \$16,000.00 based on the proposal for the Hawthorne Hill Woods – Topographic Survey, CA#17-05pc.

MOTION by Coleman and seconded by Cohen to accept V3 Companies of Illinois, Ltd. as the low qualified bidder and approve a contract in the amount of \$16,000.00 based on the proposal for the Hawthorne Hill Woods – Topographic Survey, CA#17-05pc.

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None

Absent: Hohnke

MOTION CARRIED.

2b. Knitter continued with her next action item the Lake Harriet Pond Maintenance Project – Electrical Service Addition, CDP #17-02pc-04. Knitter stated staff was provided the electrical scope of services for the operation of the proposed aeration system at Lake Harriet and requested proposals for the work. The work consists of materials and labor to install a new electrical service and control cabinet to supply the aeration system and future park needs. Purchase and installation of the aeration system is not included in this scope and proposals will be requested separately for installation in spring 2018. The results of the proposals are shown below:

- Utility Dynamics Corp. \$16,000.00
- Richmond Electric \$19,875.00
- Jasco Electric \$20,368.00

Knitter noted the Woodridge Park District has satisfactorily worked with Utility Dynamics numerous times in the past including earlier this summer on the electrical modifications for the pond aeration system at Ides Grove East and in addition to the Westminster Park Path Lighting Project in 2013 and the Castaldo Park Path Lighting in 2007.

Staff recommended the Board accept Utility Dynamics Corporation as the low qualified proposal and approve a contract in the amount of \$16,000.00 for the Lake Harriet Pond Maintenance Project – Electrical Service Addition, CDP #17-02pc-04.

MOTION by Coleman and seconded by Cohen to accept Utility Dynamics Corporation as the low qualified proposal and approve a contract in the amount of \$16,000.00 for the Lake Harriet Pond Maintenance Project – Electrical Service Addition, CDP #17-02pc-04.

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None

Absent: President Hohnke

MOTION CARRIED.

Knitter continued her report with the following information regarding Triangle Park Restoration Project – Engineering Consultant Services, CA #17-04pc. Knitter stated Living Waters Consultants is in the process of preparing the permit documents. They only recently received approval for the wetland flagging from the Village. Next, they will survey the flags and update the plans, then submit the permit documents.

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

Knitter concluded her report reviewing the 83rd Street master plan design features which include: a 30'x40' picnicking shelter with seating for 100+ patrons, accessible pathways linking site amenities (bike path, shelter, baseball, school, playground, etc.), improvements to the existing baseball field, benches, waste receptacles, and extensive landscape enhancements.

Baseball improvements will include accessible, covered dugouts; accessible spectator spaces, accessible walks from both the WPD and Siple School parking lots, fence height modifications to accommodate new dugouts; fence/backstop fabric replacement, new team benches, park benches, waste receptacles, and landscape enhancements.

Knitter stated that an open house for residents to review and discuss the site plan occurred on Tuesday, October 4th at 7 p.m. at Siple School Gym. Approximately 100 households were sent an invitation to the Open House as well as to seek resident feedback. Only one (1) resident arrived to discuss the design. He asked if there would be electrical service to the shelter for rentals, which staff confirmed. He also mentioned that he was pleased with the overall design and was glad to hear that the park improvements would be implemented in the fall of 2018. He thought this would increase his property value. No additional comments have been received to date.

Staff will present the final Master Plan for Board Consideration at the November Board meeting.

Golf Course

Brandon Evans began his report stating Village Greens hosted slightly more rounds (5,344) in September compared to the same period last season. Weather was dry during the month, but occasionally too hot for play.

Evans concluded his report stating Capital Development work has started on #14 fairway. Approximately six (6) years ago, for unknown reasons, water exiting the Nicor easement began channeling through the fairway towards the retention pond on #14. We have repaired the area numerous times, installed drainage lines, and more, to no avail. With the coordination of the Planning Department, we are adding dry stone creek bed with rock outcroppings in an attempt to mask the fairway damage and provide the water with a path that will minimize future erosion.

Recreation

Don Ritter began his report stating new athletic programs being offered this Fall season include a Youth In-House Basketball League, Boy's 4th Grade Travel Basketball Team, Co-Rec Youth Volleyball League Grades 3-8, Youth Coed Recreational 5 versus 5 Indoor Soccer League (professional training included) ages 5-13, Pee Wee Soccer League ages 4-5, and NFL Flag Football League grades 3-6.

Ritter noted the Woodridge Fall Festival Travel Soccer Tournament held on September 16th & 17th at the ARC indoor and outdoor fields proved to be a huge success. Twenty-six (26) teams participated with 49 games being played over the weekend.

Ritter mentioned the ARC staff hosted a Columbus Day 4 versus 4 Indoor Soccer Tournament on October 9th. Fourteen (14) teams registered with age divisions being offered between U8-U14.

Ritter added the ARC has an Open Ropes Course on October 18th from 6:00-8:00 p.m., currently, eleven (11) participants are registered.

Ritter noted Fall Friday Night Adult Volleyball season got underway on September 5th. The number of teams doubled from last season from 8 to 16 teams. The season will conclude on December 2nd and the winter session will start up on January 5th.

Ritter mentioned the Open Gym participation at the ARC has been up and down consistently. Adult Open Volleyball on Wednesday's, Adult Open Soccer on Friday's, and Youth Open Gym on Friday's were the most heavily attended during the month of September.

Ritter stated Kidz Squad enrollment continues to increase, we currently have 187 children enrolled, which is the highest number in nine (9) years, but the Kidz Club (childcare program) attendance saw a big drop, which may or may not be affected by the start of the school year.

Ritter mentioned Totschool began the 2017-18 school year on Tuesday, September 5th. Current enrollment stands at 116 compared to last year's number of 123.

Ritter stated Cedarhurst Senior Living facility in Woodridge has agreed to sponsor the District's Golden Year's Veteran's Day Extravaganza on November 9th with a \$450.00 donation and also our monthly Matinee Movies with another \$125.00. Thank you Cedarhurst!

Ritter mentioned three of our four Active Adult Trips last month were sold out. The Arlington Park race Track, Million Dollar Quartet at Paramount Theatre, and Our Dining Around trip to the White Chocolate Grill in Naperville, all filled the bus to capacity. The Sandwich Fair trip was cancelled due to insufficient enrollment.

Ritter added the Chicago Blackhawks trip scheduled for November 12th has one remaining ticket left. The Chicago Bulls trip scheduled for October 28th has only 6 people registered, but staff is planning on promoting the trip to participants in our Youth Basketball League.

Ritter stated the Indian Summer Fest was held on September 24th at Castaldo Park. Unfortunately, the extremely hot day kept attendance down about 50% of the norm. The families that did attend seemed to really enjoy all of the activities. The Haunted Forest Walk event is scheduled for October 20th -21st.

Ritter concluded his report stating the total combined ARC Fitness Membership sales currently stand at 2,517 with 161 of those adding Group X memberships. 123 Group X punch cards have been purchased (775 visits). Of the training sessions purchased, 21 were purchased by non-members, the remaining 381 by members (402 total sessions purchased). Of our currently active 1,913 members, 68 are Track only members. Revenue from daily pass sales to date = \$11,683. Our Silver Sneakers program has already generated \$1,665.00.

Aquatics

5a. Julie Rhodes began her report with an action item regarding the Reciprocal Facility Shared Use Arrangement with the Downers Grove Park District. Staff recommended the Board approve the past arrangement with the Downers Grove Park District to permit Downers Grove Park District residents the opportunity to purchase Cypress Cove Season Passes at resident rates and permit Woodridge Park District residents the opportunity to purchase Downers Grove Fitness Center memberships at resident rates for the 2018 calendar year.

MOTION by Coleman and seconded by Mahoney to approve the Reciprocal Facility Shared Use Arrangement with the Downers Grove Park District for the 2018 calendar year.

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None

Absent: Hohnke

MOTION CARRIED.

5b. Rhodes next action item is regarding the Reciprocal Facility Shared Use Arrangement with the Darien Park District. Staff recommended the Board approve the past arrangement with Darien Park District to permit Darien Park District residents the opportunity to purchase Cypress Cove Season Passes at resident rates and permit Woodridge Park District residents the opportunity to purchase Darien Fitness Center memberships at resident rates for the 2018 calendar year.

MOTION by Coleman and seconded by Mahoney to approve the Reciprocal Facility Shared Use Arrangement with the Darien Park District for the 2018 calendar year.

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None

Absent: Hohnke

MOTION CARRIED.

Rhodes noted the Annual Aquatic Workshop was held in October. The outcome of the Aquatic Workshop will be included in the November Board Report.

Rhodes mentioned the Cypress Cove Season Pass Holder Survey and the Swim Lessons Survey will be closed at the end of the month. Results will be provided in the November Board Report.

Rhodes noted that the 2017 Aquatic Report as well as budget projections will be included in the November Board Report.

Rhodes concluded her report by reviewing the preliminary profit/(loss) financials through September 30, 2017

Rhodes asked Jenny Knitter to review the Cypress Cove Pool Surfaces – Preliminary Forensic Study, AMSP #17-01pc. Knitter stated that as part of the work conducted by Wiss, Janney, Eistner Associates, Inc. (WJE) related to the pool surface investigation, a findings report of the assessment was provided dated September 28, 2017 (33 pages). WJE also provided an assessment of the Muscat Proposal Letter to repair the work (also dated September 28, 2017, 2 pages).

Knitter noted staff discussed remedies and solutions to these issues with the paint manufacturer as well.

Knitter stated in summary, staff has drafted a letter (currently under attorney review) to the Contractor identifying the results of the independent forensic report (which will be attached to the letter), required scope of work to correct the contractor's workmanship deficiencies as a claim under the contract warranty provisions and identified a sequence of work required to meet the project specifications.

Knitter concluded that upon completion of attorney review and final draft, staff will share this letter with the Board. The letter also requires a written response from the Contractor within seven (7) days of the letter's date, requesting the Contractor's written approval to the specified warranty work and a timeline for construction to meet the pool opening requirements (April 27, 2018).

Adams presented another potential solution for consideration to solve the pool surface issues which is to install a pvc liner system like the one previously installed at the old Hobson pool. Adams stated the liner system has been around for a long time (Adams showed samples of the materials) with satisfactory results. Adams added that other park districts have used this product, and the benefits include but are not limited to: 15 year expected life with 10 year comprehensive warranty, eliminates any unsafe protrusions that could cause injury, slip resistant along zero depth edge, more comfortable to walk on, liner is much easier to clean eliminating need for annual contractual cleaning costs, the color does not fade over time, the overall look is aesthetically pleasing, and cost may be comparable to prepping and repainting pools every 3-4 years.

Adams added staff met with the representative from Renosys company, and she is going to provide a preliminary cost estimate to install the system for each of the pool basins. Adams stated once the numbers are returned, staff can review and provide a recommendation. If estimated costs are prohibitive to complete all at one time, another option to consider is to complete the main pool first and then do the other basins as funds become available.

Adams concluded, that the contractor warranty scope of work will depend on the District's decision regarding installing a liner system.

Parks

6a. John Karesh began his report with an action item regarding Hawthorne Hill High Risk Tree Removal Project, MSP #17-07pc. Karesh stated the District received three (3) quotes to remove high risk trees identified in the Hawthorne Hill Woods tree inventory located along the bike path, driveway & the Haunted Forest Walk trail. The trees were found to have deadwood, hollow trunks and in some cases are leaning.

- Expert Tree Service: \$15,000
- Davey Tree Expert Company: \$17,850
- Family Tree Care: \$26,820

Staff recommended the Board accept the low qualified quote from Expert Tree Service and approve a contract agreement in the amount of \$15,000 for the Hawthorne Hill High Risk Tree Removal Project, MSP #17-07pc.

MOTION by Coleman and seconded by Cohen to accept the low qualified quote from Expert Tree Service and approve a contract agreement in the amount of \$15,000 for the Hawthorne Hill High Risk Tree Removal Project, MSP #17-07pc.

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None

Absent: Hohnke

MOTION CARRIED.

6b. Karesh continued with his next action item regarding the 2017-18 Woody Invasive Removal, Project MSP #17-06c. Karesh, stating staff opened bids on Tuesday, October 3rd for this project. The proposed work consists of supplying all labor and equipment necessary for the removal of all invasive woody plant material at several owned/managed park properties. The contract base bid will include removals at Water Tower Reserve Outlots A, B & C, Pond 54 and the Lake Carleton complex. Alternate Bid #1 covers removals at Summerhill and 63rd Street Park, and Alternate Bid #2 covers removals at Seven Bridges Park.

The bid results are as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt. Bid 1*</u>	<u>Alt. Bid #2</u>
1. ENCAP, Inc.	\$43,497.00	\$12,510.05	\$3,740.00
2. Semper Fi Land, Inc.	\$79,200.00	\$11,300.00	\$4,065.00
3. Clean Cut Tree Service	\$85,000.00	\$24,000.00	\$8,500.00

ENCAP, Inc. has completed similar work for the Woodridge Park District without issue. Most recently completing the 2015-16 Woody Invasive Species Removal Project. Our staff's experiences were positive with the work being satisfactorily completed.

The schedule for work is noted below:

- Board Recommendation/Contract Approval October 10, 2017
- Construction Starts (as early as) October 30, 2017
- Initial Woody Removals and Chemical Treatment March 16, 2018
- Treatment of Re-sprouts May 1-15, 2018
- Substantial Completion June 30, 2018

Staff recommended the Board accept ENCAP, Inc. as the low qualified bidder and approve a contract in the amount of \$59,747.05 based on acceptance the Contract Base Bid and Alternate Bids #1 and #2 for the 2017-18 Woody Invasive Species Removal Project, Project MSP #17-06c.

MOTION by Mahoney and seconded by Coleman to accept ENCAP, Inc. as the low qualified bidder and approve a contract in the amount of \$59,747.05 based on acceptance the Contract Base Bid and Alternate Bids #1 and #2 for the 2017-18 Woody Invasive Species Removal Project, Project MSP #17-06c.

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None

Absent: Hohnke

MOTION CARRIED.

Karesh continued his report stating staff reached out to three (3) contractors to perform paint and staining of the Orchard Hill ballfields dugouts and storage shed. Randex painting was the low quote of \$6,020.00 and will be performing the painting as directed beginning October 11th.

Karesh added that staff is securing quotes to complete the broken floor tile repairs at the Community Center. There are five (5) locations throughout the building, with the area in front of the main desk being the number one location for repair. Staff is with the Building Supervisor to plan the best time to perform these repairs.

Karesh noted that staff continues to work on various tasks at all park sites. The tasks performed are from the comprehensive maintenance task list that has been compiled together as a result of annual park inspections.

Karesh noted that the Maintenance staff is working on the following projects:

- Winterization of the Forest Glen fountain will begin in mid-October as the weather cools off. This process should take 3-4 days to complete.
- The 2017 Haunted Forest Walk will take place October 20th and 21st, currently we are addressing staffing needs, hayracks, and set up plans. Crews are also working on chipping some of the walking trail, inspecting & repairing decorations and updating informational boards.
- Staff is working on aerating and over seeding our sports fields.
- Annual baseball field "field" maintenance will begin at various fields with Janes SW being the most extensive due to the sodding needs at this location. Annual maintenance includes turf edging, the introduction additional infield mix and infield lips being cut.
- Hobson Splash Pad was shut down October 1st for the 2017 season. Crews are now in the process of winterizing the equipment.

Karesh mentioned the application for the IEPA burn permit has been submitted and approved for the upcoming burn season. A total of twenty-four (24) sites are scheduled to be burned this fall and spring. Staff is seeking proposals for an outside contractor to complete the controlled burns at Orchard, Vincente Out lot D and Duke Street detention area.

Karesh added that in an effort to improve control of aquatic weeds & algae at the Ides East Pond staff has been treating the pond with products to control aquatic weed development, algae, assist in sediment breakdown & improve water color. The cost of the chemicals that we have applied so far this year is \$840.16. A total of seventeen (17) applications were completed on thirteen (13) days. Staff anticipates making at least one more application later this month before the end of the season.

Karesh concluded his report congratulating Daryl Behling on his one year anniversary with the Woodridge Park District.

Marketing

Megan Pettit began her report stating that the following information, was posted on the web, in the Newspapers and on Facebook; Indian Summer Festival, Early Childhood Gymnastics Programs, Fall Youth Sports Leagues, Haunted Forest Walk, Youth Halloween Exploration Programs, Full Moon Pumpkin Carve.

Pettit noted the marketing department designed and ordered a new message center to replace the glass-door bulletin board. Replacing an old brochure holder near the front desk with flat flyer holders is in progress.

Pettit added two ads were designed for the Chamber630 emails in September and October, which are sent to 1,500 chamber businesses. Custom links were added to the graphics to track the success of the ads.

Pettit concluded her report stating the marketing department assisted with promoting the First Steps program 2 weeks before the start date in order to meet the minimum participant requirement. Plan included a targeted email, Facebook posts, flyers & posters at the Community Center and ARC, a digital ad at the ARC and a marquee slide at the Community Center and ARC. Three people registered after the marketing efforts. The same plan was done for several other park district programs in September including Digging for Dinosaurs, Chicago Fire Tickets and fall youth volleyball, soccer and basketball leagues.

Safety Committee

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

Rhodes concluded her report by reviewing the Accident/Incident Report from September 2017.

CONSENT AGENDA

MOTION by Mahoney and seconded by Coleman to approve Consent Agenda item 1 for approval of minutes and Agenda Items 2 through 16 for Vendor Payment and Payroll Ratification for a total amount of \$1,158,064.55.

1. Regular Board Meeting Minutes	September 12, 2017
2. Vendor Payment & Payroll Ratification Report (9/8/17-10/5/17).....	\$1,158,064.55
3. Corporate Construction Services, Athletic Recreation Center, Construction Management Services, CA#14-01pc-02, Contract Amendment No. 1 (Expansion), Payout #6	\$21,400.00
4. Excel Electric, ARC Expansion-Electrical, CDP#17-01c-13, Payout #3.....	\$29,169.24
5. Geocon Professional Services – ARC Expansion – Testing Services, CA#17-02pc, Payout #2	\$3,453.00
6. Hargrave Builders, ARC Carpentry/Gen Trades, CDP#17-01c-05, Payout #3	\$10,359.72
7. Jensen’s Plumbing, ARC Expansion – HVAC/Mechanical, CDP#17-01c-12, Payout #3.....	\$82,998.00
8. Jensen’s Plumbing, ARC Expansion – Plumbing, CDP#17-01c-11, Payout #2.....	\$12,060.00
9. Jimmy Z Masonry Corp., ARC Expansion – Masonry, CDP#17-01c-03, Payout #1	\$119,691.00
10. Living Waters Consultants – Crabtree Creek – Phase 1, Final Grant Report & Expanded Services	\$1,386.00
11. Living Waters Consultants – Triangle Park, Engineering Consultant Services, CA#17-04pc, Payout #3.....	\$5,000.00
12. M/M Peters Construction, Inc., ARC Expansion – Concrete, CDP#17-01c-02, Payout #2	\$54,610.20
13. Shambaugh & Son, L.P., ARC Expansion – Fire Protection, CDP#17-01c-10, Payout #1	\$11,520.90
14. Williams Architects, Athletic Recreation Center – Architectural Services, CA#14-01pc-01- Contract Amendments No. 3 (ARC Phase 2 – Architectural Services), Payout #9.....	\$4,865.00
15. Wiersum Enterprises, Inc., Cypress Cove – Sound System Replacement Project, ACRP 17-02pc, Payout #1 (Final).....	\$15,588.20
16. Williams Architects, Athletic Recreation Center – Architectural Consultant Services, CA#14-01pc-01 Contract Amendment No. 3 (ARC Phase 2 – Architectural Services), Payout #9.....	\$9,730.00

Commissioner Duffy requested a roll call.
Upon a roll being called

AYES: Cohen, Coleman, Duffy, Mahoney

NAYS: None
Absent: President Hohnke
MOTION CARRIED.

Director's Report

1a. Mike Adams began his report with an action item seeking approval of a Resolution for Temporary Construction Easement Agreement Between Pulte Homes Company, LLC for the Hobson Hill Single Family Residential Subdivision Pathway and Woodridge Park District.

Adams stated the Village of Woodridge, Woodridge School District, Woodridge Park District and Pulte Homes have been negotiating the proposed construction of a pedestrian pathway from the proposed Hobson Hill single family subdivision to Meadowview School to provide safe access to pedestrians and students. The pathway is a critical component for the School District in order to revise the elementary school boundaries (students in the subdivision currently would go to both Willowcreek and Meadowview Schools) for all students to go to Meadowview School. If the boundaries were not revised, busing and access out of the subdivision across Hobson Road could be a safety issue in trying to get students to Willowcreek School, especially during rush hour.

Adams added that to finalize the pathway connection, it must traverse Park District property. The Park District has agreed to accept ownership after the improvements are completed by the Developer. The Village and Developer agreed to include a covenant in the HOA declarations to reimburse the District for the eventual replacement of the pathway based on a 25 year replacement scheduled. The HOA will issue annual installment payments. Also, per a separate IGA, the School District will plow the pathway. In order for the Development to complete the improvements, a temporary construction easement is required.

Staff recommended the Board approve Resolution No. 17-17, A Resolution Approving a Temporary Construction Easement Agreement with Pulte Home Company, LLC for the Hobson Hill Single Family Residential Subdivision Pathway.

MOTION by Mahoney and seconded by Cohen to approve Resolution No. 17-17, A Resolution Approving a Temporary Construction Easement Agreement with Pulte Home Company, LLC for the Hobson Hill Single Family Residential Subdivision Pathway.

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

1b. Adams next action item seeking approval was an Ordinance annexing property referred to as Pine Hill Estates (PIN #: 10-17-101-016).

Adams stated the Village of Woodridge approved an Ordinance to annex the subject property at their September 7, 2017 Village Board Meeting. The property consists of 1.1074 acres located at 12S231 Lemont Road, Lemont, IL. The property owner proposes to construct four (4) single family residential homes.

Adams added this annexation is pursuant to the District's practice to become nearly coterminous with Village boundaries.

Staff recommended Board approval of Ordinance #17-12, An Ordinance Annexing Certain Territory to the Woodridge Park District, DuPage & Will Counties, Illinois (Pine Hill Estates / 12S231 Lemont Road / PIN #: 10-17-101-016).

MOTION by Mahoney and seconded by Cohen to approve Ordinance #17-12, An Ordinance Annexing Certain Territory to the Woodridge Park District, DuPage & Will Counties, Illinois (Pine Hill Estates / 12S231 Lemont Road / PIN #: 10-17-101-016).

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

ARC

Adams asked Knitter to present the report.

F.2.a. Knitter began with an action item regarding the ARC Expansion - Park Shelter - Picnic Tables Purchase Project, CDP #17-01pc-18. Knitter stated staff requested proposals for the purchase/delivery of 20 picnic tables to be located in the new shelter at the ARC Soccer Complex. Staff required that a minimum six (6) of the twenty (20) tables provide for handicap accessibility. The tables will be shipped to the WPD Maintenance Building where they will be assembled by maintenance staff. The results of the proposals are shown below:

- RJ Thomas Mfg. Co., Inc. \$12,968.00 (20 – 6' accessible picnic tables)
- Belson Outdoors \$15,958.79 (14 – 6' picnic tables, 6 – 8' accessible picnic tables)
- ET&T Distributors, Inc. \$15,961.50 (14 – 6' picnic tables, 6 – 8' accessible picnic tables)
- NuToys Leisure Products \$38,172.00 (14 – 6' picnic tables, 6 – 8' accessible picnic tables)

Knitter noted the Park District has purchased picnic tables from RJ Thomas on multiple occasions. These tables can be found at Castaldo, Somerset, Falconridge, Janes Ave., and Orchard Hill Parks. The frames of these tables are designed such that a handicap accessible accommodation is made at each end of the standard table. This maximizes the amount of seating we are able to offer in a given square footage, but also ensures a higher total of accessible seating/spaces. In the designed table layout for this site we will provide an additional four (4) accessible seats/spaces by using the RJ Thomas Mfg. Co., Inc. tables.

Staff recommended the Board accept RJ Thomas Mfg. Co., Inc.'s low proposal for the purchase and delivery of twenty (20) 6' Wheelchair Accessible Picnic Tables for \$12,968.00.

MOTION by Cohen and seconded by Mahoney to accept RJ Thomas Mfg. Co., Inc.'s low proposal for the purchase and delivery of twenty (20) 6' Wheelchair Accessible Picnic Tables for \$12,968.00.

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

F.2.b. Knitter's final action item was regarding the ARC Expansion - Park Shelter – Trash/Recycling Receptacle Purchase Project, CDP #17-01pc-19. Knitter stated staff requested proposals for the purchase/delivery of two (2) Victor Stanley recycling stations to be located in the new shelter at the ARC Soccer Complex. The units will match the style and finish of the units currently installed at the ARC.

Staff recommended the Board accept Victor Stanley's proposal for the purchase and delivery of two (2) recycling stations for \$4,940.00.

MOTION by Mahoney and seconded by Coleman to accept Victor Stanley's proposal for the purchase and delivery of two (2) recycling stations for \$4,940.00.

AYES: Cohen, Coleman, Duffy, Mahoney
NAYS: None

Absent: President Hohnke
MOTION CARRIED.

Knitter continued with the ARC report reviewing the following Work in Progress – Warranty Items pertaining to the ARC.

- Staff is coordinating with the landscape replacements this month. October 3rd, turf was slit seeded and over seeding.

- Staff continued to have issues with Trane in September. There were many times that the AC units were not hitting their set points resulting in the fitness and group X rooms being very warm during our September heat wave. This resulted in many visits by Trane to trouble shoot. We are currently still under warranty, but have expressed our concerns to our engineering/architect team.

F.2.c. Knitter stated staff provided a purchase order for the Park Shelter Project, Cooperative Purchases not in Bid, CDP# 17-01c-17, and is awaiting shop drawings for review. Building Permit was submitted in July.

Knitter mentioned staff has reached out to all contractors providing the Change Orders related to Athletic Recreation Center – Expansion – Park Shelter Project. Once we receive the shop drawings which provide footing details and shelter post templates, then we can schedule the excavation, concrete and some electrical work to begin.

Knitter reviewed the Athletic Recreation Center – Expansion Contracts
Progress to date:

- a. Architectural Feature Removed/Salvaged 9/15
- b. Gas Piping from Boiler Room to Roof 9/19
- c. Boiler Piping 9/20
- d. Pumps Installed 9/20
- e. Wire Pulled from Existing Panel to New Panels 9/21
- f. Composite Metal Panel Review Meeting 9/21
- g. Radiant Heating Manifolds Set 9/22
- h. Light Fixture Rough-In Complete 9/22
- i. SE Masonry Corner Complete 9/22
- j. South Parapet Wall Framed 9/22
- k. Roof Top Units Set 9/22
- l. Fire Alarm Rough-In Complete 9/27
- m. Lightning Protection Rods & Wire Pulled to Roof 9/27
- n. Athletic Equipment Rough-In Complete 9/29
- o. West Parapet Wall Framed 10/2
- p. SW Masonry Corner Complete 10/2
- q. Blocking Complete on North & East Parapet Walls 10/2
- r. Framed Parapet Wall Sheathing Completed 10/3

Knitter concluded the report reviewing the following Work Schedule:

- a. Continue Electrical Rough-In
- b. Continue Exterior 12" CMU at NW Corners 10/4 (Pending Weather)
- c. Continue Interior 8" CMU (40%)
- d. Continue Exterior 8" CMU (50%)
- e. Roofing 10/9 – 10/20
- f. Hunter Panels 10/11 – 10/17
- g. Air Barrier 10/12
- h. Brick/Stone (Mockup) 10/13 – 10/20

- i. Interior Framing 10/18 – 10/20
- j. Composite Metal Wall Panels 11/1

COMMITTEE REPORTS

SEASPAR – No report.

JUBILEE – Rhodes reviewed the revenue/expense report from the 2017 Jubilee.

PDRMA – Adams mentioned the District received a total of (\$3,000) in reimbursements from the 2017 Starfish Aquatics Lifeguard audits. Adams offered congratulations to Julie Rhodes, Amanda Nichols, and their staff for a job well done!

EX-OFFICIO REPORT

1. Plan Commission – Adams updated the Board on potential new business developments.
2. Chamber of Commerce – No report.
3. Affiliated Athletic Association –No report.

OLD BUSINESS-

No Report.

NEW BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested.

MOTION by Mahoney and seconded by Cohen to adjourn the regular board meeting of October 10, 2017 at 8:58 p.m.

Respectfully submitted,



Jack Mahoney, Secretary