



President Hohnke called the Regular Meeting of the Board of Commissioners to order at 6:30 p.m. Upon a roll of Commissioners being called, the following were present: Cohen, Hohnke, Mahoney and Venouziou. Absent: Commissioner Coleman. Staff present: Adams, Evans, Karesh, Knitter, Nichols, Pettit, Webber. Staff Absent: Ritter and Rhodes.

Others Present: Mr. Elias Gonzalez, 3412 63<sup>rd</sup> Street, Woodridge; Eric Anderson, Piper Jaffrey.

PUBLIC PARTICIPATION:

Agenda item deferred to after President's Report.

PRESIDENT'S REPORT

Recognition of Staff Milestone Anniversaries

President Hohnke began his report offering congratulations to Mark Schneider (Maintenance) for twenty-five (25) years of service with the Woodridge Park District.

President Hohnke offered congratulations to staff for receiving the following (3) awards at the 2019 IAPD/IPRA "Soaring to New Heights" conference:

- Distinguished Member of the Year for IPRA's Communication and Marketing Section was presented to Megan Pettit, Marketing & PR Manger.
- IPRA 2019 Professional of the Year Award was presented to Mike Adams, Executive Director.
- 2018 Outstanding Facility & Parks Overall Winner Award, the Athletic Recreation Center (ARC).

President Hohnke reviewed a letter from the Conservation Foundation Membership Annual Donation request. The Board agreed to donate \$120.00 which is the same amount that was donated in 2018.

President Hohnke called for a Public Hearing at a Special Board Meeting on March 12, 2019 at 6:30 p.m., regarding a Proposed Pathway on Nicor Property between Timber's Edge Park and Ide's Grove East Park Pathways for the Purpose of Submitting an Illinois Bicycle Path (Bike Path) or Recreational Trails Program (RTP) Grant Program(s) Application.

President Hohnke concluded his report reminding everyone of the Special Board Meeting/WPD Budget Workshop (FYE 2020 Preliminary Budget), on Saturday, April 6, 2019 at 8:000 a.m.

PUBLIC PARTICIPATION: Resident Elias Gonzalez expressed to the Board his displeasure that the District charges senior residents to use the indoor walking track at the ARC. Gonzalez stated Downers Grove does not charge their senior residents, and he does not think we should either.

Adams responded stating every park district is different on how they fund recreation centers, whether it's a true enterprise fund or is subsidized by property taxes. The ARC was established as an enterprise fund and therefore the revenue generated must pay for its operational expenses. Adams, the ARC track resident senior fees is either \$2 per day, \$30 per month, or \$100 per year. Adams continued explaining that if a senior purchased a \$100 membership and on used the track three times per week for the year, the cost equates to only 64 cents per day, and is very reasonable. Additionally, he informed the resident that Medicare and other insurance providers offers a Silver Sneakers program to qualified members, which would cover the cost of the membership and/or for any residents needing financial assistance, the Woodridge Rotary has a financial assistance program to further offset costs.

Adams thanked the resident for taking the time to provide his feedback, and noted the District is currently in budget planning process and will consider the suggestion. Adams informed the Board stating the ARC has been open for two (2) seasons, and this is the first complaint the facility received regarding the track fee for seniors.

Mr. Gonzalez asked who appoints the park board and Adams responded that the board is elected by the Woodridge Park District voters. Mr. Gonzalez also asked who appoints the Executive Director and Adams responded the park board appoints the Director.

## STAFF REPORTS

### Finance

1.a. Chris Webber introduced Eric Anderson from Piper Jaffray & Co. who presented an overview of the District's debt service authority, existing debt obligations and the proposed Taxable Limited Park Bonds, Series 2019. Board discussion ensued regarding the structuring and timing of payment of principal versus interest.

1.b. Webber began his report with an action item regarding the Audit Engagement Agreement for Fiscal Year Ended April 30, 2019. Webber stated at the December Board Meeting, the District entered into a three (3) year agreement with Sikich, LLP to provide audit services. Sikich, LLP has submitted their engagement letters for the District and Village Greens with fees being consistent to the agreed upon proposal. The agreed upon fees for the District and for Village Greens is as follows:

Woodridge Park District Fee - \$15,705 base audit fee; \$1,500 GASB Statement 75 implementation; and a \$3,000 fee for a Single Audit or \$1,500 fee for a GAGAS opinion, if applicable.

Village Greens Fee - \$4,090

Staff recommended the Audit Engagement Letters dated January 15, 2019 be accepted in accordance with the agreed upon audit proposal dated November 9, 2018.

MOTION by Cohen and seconded by Mahoney to accept the Audit Engagement Letters dated January 15, 2019 be accepted in accordance with the agreed upon audit proposal dated November 9, 2018.

President Hohnke requested a roll call.

Upon a roll being called:

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Webber continued his report stating staff is in the process of preparing the Fiscal Year End (FYE) 2020 budget. The templates have been opened in the accounting software and Department Heads have begun the process of inputting preliminary budget figures.

Webber added on Tuesday, February 5, 2019, staff met with the District auditors, Sikich, LLP to discuss the upcoming financial audit. The auditors will be on site in May for preliminary work and then on site the week of July 4<sup>th</sup> to complete the audit. Reports and filings will then be prepared in October before any filing deadlines.

Webber mentioned on Thursday, February 7, 2019, staff attended a seminar to better understand how to comply with new reporting requirements taking effect in 2019. The Grant Accountability and Transparency Act ("GATA") is, 30 ILCS 708/1 *et seq.*, is landmark legislation that hopes to increase accountability and transparency in the use of grant funds in Illinois

while reducing the administrative burden on both State agencies and grantees through adoption of the federal grant guidance and regulations codified at 2 CFR Part 200 (Uniform Requirements).

The objective of the seminar was to help the District better understand why GATA was adopted and the overall requirements, determine if the District will be required to report under GATA, develop an understanding of the electronic filing system, how to prepare and print the Consolidated Year-End Financial Report and the required due dates and any potential ramifications for failing to meet the deadlines.

President Hohnke asked if this is for every grant. Webber replied this is for any state issued grant funds.

Webber noted in recent years, the State of Illinois has mentioned the possibility of raising the minimum wage from the current \$8.25. It is expected that Springfield will pass legislation that raises the minimum wage to \$15 per hour. There is a lot of uncertainty as to how that increase will occur with the likeliest being a phased in period – labor groups are targeting a 5 ½ year phase in while the governor’s office has stated the phase in will be no more than 7 years. So while it appears it will take some time to achieve the \$15 per hour rate, the ramifications to the District can be immense.

Staff has prepared an analysis to show the Board what the increase may be if minimum wage was raised to \$13, \$14 and then \$15 per hour to the District:

Current Wages being paid up to \$15/hour – 2018 \$1,393,618.24  
Wages if paid at a minimum wage of \$13/hour \$1,823,820.17  
Wages if paid at a minimum wage of \$14/hour \$1,957,868.84  
Wages if paid at a minimum wage of \$15/hour \$2,097,236.25

Webber concluded as can be seen above the potential increases are a substantial expense to the District. A potential for \$757,000 in additional wages & FICA taxes once we have hit the \$15 per hour rate would put an immense burden on the District and careful planning would need to be put in place. This is provided as information only, however there is talk the phasing could begin July 1<sup>st</sup> or January 1<sup>st</sup> so staff will prepare the budget with this in mind.

Adams noted this will have a significant impact on all of District programs and will increase program fees. The wages not associated with an alternate revenue source (e.g. program and membership fees) will impact funds primarily funded with property taxes.

Webber stated included in the Board report is the January, 2019 financial report which is the ninth (9<sup>th</sup>) month of the District’s Fiscal Year. The budgeted expenses are still within budgetary levels as the District is 75% through the Fiscal Year on a straight-line basis.

Webber mentioned staff has posted all summer seasonal jobs and can be found at various online sources – WPD website, college boards and a few other no cost sources to help with recruiting. As of today, thirty-seven (37) new applicants for summer positions have been received and eighty-seven (87) rehires taken place at Cypress Cove. Staff is working on a total compensation memo to detail what benefits full-time employees receive in addition to their salary. In regards to our wellness PATH program, the District had an 82.5% participation rate which is the highest as of yet.

Webber concluded his report stating Staff is currently finishing up the IT room at the Community Center to accommodate all of the new equipment that has been put into service over the last few months. Additionally, staff has been upgrading PC’s for employees as needed to ensure all are operating effectively.

### Planning

2.a. Jenny Knitter began her report with an action item regarding Lake Harriet Improvement Project, Lighting Additions, CDP#19-02c. Knitter stated this project is a result of the remaining Grant funding resulting from the Department of Commerce and Economic Opportunity (DCEO) - Lake Harriet Improvement Grant project. This grant was re-instated this

October. Staff has requested the grant administrator consider approval of a grant scope modification (still in review) that specifically identifies lighting as a part of the project scope.

Knitter added the District has hired AMSCO engineering to design a lighting system that includes the addition of overhead lighting with an alternate design for tree-up lighting to enhance the security lighting of the park site. In order to meet the grant deadline of June 30, 2019, as defined by the DCEO, staff determined that bidding this project this month is critical to completion. Staff anticipates hearing back from DCEO on the grant scope modification later this month.

The schedule for work is noted below:

- Authorization to Bid February 19, 2019
- Bid Let February 27, 2019
- Bid Opening March 13, 2019
- Board Recommendation/Contract Approval March 19, 2019
- Construction Starts March 25, 2019
- Substantial Completion June 14, 2019

Staff seeks Board authorization to bid the Lake Harriet Improvement Project, Lighting Additions CDP#19-02c.

Commissioner Cohen asked what if the lights don't get approved. Adams replied other improvement plan options are available for consideration.

MOTION by Cohen and seconded by Mahoney to authorize staff to bid the Lake Harriet Improvement Project, Lighting Additions CDP#19-02c.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2.b. Knitter's next action item seeking Board approval was the Cypress Cove Filter System Renovation Project-Ph. 1, ACRP#18-07c-02. Knitter stated in September of 2018, the District let bids for the Cypress Cove Filter System Renovation Project. At that time, the District only received two (2) interested bidders. As a result of the bids coming in much higher than expected and the engineer following up with contractors to determine that at that time, contractor schedules were booked, it was decided to postpone the work for a fall 2019 project and re-bid the project this winter.

Knitter stated this is Phase 1 renovation with focus on the demolition of the plunge pool and lap pool filters and all associated piping and valves and replacement with new filtration equipment as specified by the Aquatic engineer (filtrex filter, air compressor, air dryer, strainer screen, plunge pool/lap pool pump impeller, and all gauges and sensors). Bids were opened on February 6<sup>th</sup> at 10:00 a.m. as follows:

- Mechanical, Inc. \$176,575.00
- DeFranco Plumbing \$210,100.00
- Schaeffgas Brothers, Inc. \$211,800.00

Knitter added by rebidding the project at a better time and postponing construction till after the season closing, there was a cost savings of \$23,250. The engineer confirmed the low bid cost was fair and applicable based on the project scope specified. Therefore, in the upcoming FYE2020 budget, staff will proposed additional funds for the balance of project costs.

Knitter noted Mechanical, Inc., successfully completed several projects as a contractor to the Aquatic Engineer and comes highly recommended. They have completed large scale aquatic work nationally.

Staff recommended the Board accept Mechanical, Inc., as the low qualified bidder and approve a contract in the amount of \$176,575.00, for the Cypress Cove Filter System Renovation Project – Phase 1, ACRP#18-07c-02.

MOTION by Mahoney and seconded by Venouziou to accept Mechanical, Inc., as the low qualified bidder and approve a contract in the amount of \$176,575.00, for the Cypress Cove Filter System Renovation Project – Phase 1, ACRP#18-07c-02.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2.c. Knitter's next action item seeking Board approval was the Maintenance Facility Interior Office Improvements Project, CDP #18-04c. Knitter stated this project was authorized by the Board to re-bid in December, 2018 when the bid opening at that time only resulted in one bidder who was over budget. Knitter noted as a result of the bids coming in much higher than expected and the architect following up with contractors to determine that at that time, contractor schedules were booked, it was decided to postpone the work for a fall 2019 project and re-bid the project this winter.

Knitter stated this month, the District let bids for the Maintenance Facility Interior Office Improvement Project. Bids were opened on Wednesday, February 6<sup>th</sup>, at 10:30 a.m. as follows:

- Builder's Land, Inc. \$ 76,500.00
- Orbis Construction Company, Inc. \$ 78,500.00
- Manusos General Contracting, Inc. \$110,502.00

Knitter stated staff has successfully worked with Builder's Land, Inc. back in 2013 with the construction of the Orchard Hill Park – Storage Building.

Knitter added by rebidding the project at a better time and postponing one season, there was a cost savings of \$8,845. The architect confirmed the low bid cost was fair and applicable based on the project scope specified. Therefore, in the upcoming FYE2020 budget, in addition to reducing some FF&E expenditures, staff will propose additional funds for the balance project costs. Knitter noted, construction for this project will begin in October, 2019, after most seasonal staff has left.

Staff recommended the Board accept Builder's Land, Inc., as the low qualified bidder and approve a contract in the amount of \$76,500.00, for the Maintenance Facility Interior Office Improvements Project, CDP #18-04c.

MOTION by Mahoney and seconded by Venouziou to accept Builder's Land, Inc., as the low qualified bidder and approve a contract in the amount of \$76,500.00, for the Maintenance Facility Interior Office Improvements Project, CDP #18-04c.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2.d. Knitter's final action item was regarding the Bikeway Grant(s) Application, Authorization to Submit. Knitter stated the Illinois Department of Natural Resources (IDNR) has announced that grant applications will be accepted through March 14, 2019, for the Illinois Bicycle Path (Bike Path), Recreational Trails Program (RTP), and Off-Highway Vehicle (OHV) Grant Programs. Staff plans to submit for the Ide's Grove West – Timber's Edge Pathway extension via the Nicor Easement to Ide's Grove East.

Staff requested Board authorization to submit an application(s) for either the Illinois Bicycle Path (Bike Path) and/or Recreational Trails Program (RTP) grant program(s) for the proposed Timber's Edge pathway connection via Nicor easement to Ide's Grove East Park.

Commissioner Venouziou asked Knitter if this project was budgeted. Knitter replied yes, and hopefully the grant will come through to further reduce project expense.

MOTION by Mahoney and seconded by Cohen to authorize staff to submit an application(s) for either the Illinois Bicycle Path (Bike Path) and/or Recreational Trails Program (RTP) grant program(s) for the proposed Timber's Edge pathway connection via Nicor easement to Ide's Grove East Park.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Knitter continued her report reviewing the following information:

Golf Course Storm Sewer Engineering Services, VGCA #19-01pc

Knitter stated with the mild weather, the engineer conducted a site visit to assess existing conditions on February 5, 2019. Staff is reviewing the engineer's preliminary assessment and will present a full report as well as present a recommendation for Board consideration at the March or April regular board meeting.

2018/19 Natural Areas High Risk Tree Removal Project, MSP #18-10c-02

Knitter noted the snow and saturated ground has delayed their start.

Fitness Court – 2019 National Fitness Campaign / Grant Consideration

Knitter stated staff has reached out to Fitness Court to see if they are in agreement with locating a facility here at the Community Center. Knitter reviewed three (3) possible locations. Option C north of the Community Center and east of the playground was the preferred location as it is most cohesive with the existing amenities. Staff is looking for feedback and support from the Board in order to discuss the next steps and grant application process.

Commissioner Cohen asked if this court will be temporary or permit. Knitter replied permanent, the equipment has a (20) year life span.

After some discussion, the Board agreed to have staff move forward with the grant application process.

Jefferson Jr. High – Athletic Complex Updates and Sled hill Updates

Knitter stated on Monday, March 4<sup>th</sup>, at 7:30 p.m. at the Village Hall Board Room, there will be a public hearing for the proposed project which includes track, synthetic turf field, lighting, and relocations of baseball/softball fields to the southeast locations. Bid letting is anticipated in March and opened in April, 2019.

Knitter added staff has drafted a contract for legal review. Once comments are returned, staff will share the draft agreement with the Contractor and bring the final donation agreement for consideration at an upcoming meeting.

2018/19 Woody Invasive Species Removal Project, MSP#18-13c

Knitter noted work began the week of January 21<sup>st</sup>, at Duke Street Basin.

Timbers Edge – Ides Grove West – IPRA/GameTime Playground Funding Initiative

Knitter stated on January 25<sup>th</sup>, IPRA/Gametime representatives announced the District was awarded the IPRA/Gametime Playground Equipment Grant - a discount program (buy one, get one free) in which staff anticipates budgeting \$100,000

in equipment, and therefore the grant would cover up to another \$100,000, which would total playground equipment purchase to be worth \$200,000 for the park site.

#### Timbers Edge – Ides Grove West – Park Planning Committee

Knitter mentioned the first two (2) meetings for this planning committee were cancelled due to forecasted inclement weather, but finally kicked off the 1<sup>st</sup> Committee meeting on Tuesday, February 12<sup>th</sup> at 6:30 p.m. at the ARC. The Committee was very excited to get started and learn about their role and what the community survey results indicated. Ninety-nine (99) households out of 366 responded to the survey, which were informed of the survey via a mailed postcard.

Knitter reviewed the results of the “Top Priority Park Features” survey:

- 9% Wetland Boardwalk
- 6% Fishing Pier
- 6% Site Lighting similar to Ide’s Grove East
- 18% Shade Structure in Playground area
- 9% Park Shelter
- 2% Multi-use Sport Court (futsal, street hockey)
- 2% Sand Volleyball Court
- 12% Basketball Court
- 2% Pickleball Court
- 11% Tennis Court
- 17% Open Field Grass
- 6% Other

Knitter added the next meeting is scheduled for Tuesday, February 26<sup>th</sup> at 6:30 p.m. at the ARC to show the Committee concept plans that incorporate these features as well as playground designs that fit within the park site budget.

#### Triangle Park Restoration Project, CDP#18-01c

Knitter noted over the last month weather has been a limiting factor for the contractor. By mid-January all trees identified for removal had been removed and tree stumps ground. On January 15<sup>th</sup> the contractor removed the existing flared-end section of pipe and grate and replaced it with a new IDOT approved grate combined with a manhole access to the pipe. Concurrent to the grate replacement, temporary rock structures were installed in the stream channel to reduce water velocity in heavy flow events that could occur during construction. On January 16<sup>th</sup>, the contractor began excavating and hauling off material. This has been limited to only a few days as rain, snow, and inconsistent temperatures have made site access and keeping mud off the streets difficult. As of the first week of February only 3,000 of the approximately 12,000 cubic yards of material had been removed from the site. The contractor estimates that the remainder could be removed within a week given ideal conditions (no precipitation and temperatures in the 20’s). On February 5<sup>th</sup> the contractor was able to regrade the overland flow area extending from the grate location north to the 63<sup>rd</sup> Street right-of-way. Currently, the contractor is behind their intended construction schedule, but they remain on track to meet the substantial completion date this spring.

#### 83<sup>rd</sup> Street Park Development Project, CDP#18-03c-01

Knitter stated the weather was a limiting factor throughout January and into February at 83<sup>rd</sup> Street Park. In mid-January the contractor was able to erect the two (2) baseball field dugout structures and began installation of the tongue and groove roof decking; however, snow and extreme cold have halted construction since the week of January 21<sup>st</sup>. Construction activities will resume as conditions allow. The substantial completion date of March 29<sup>th</sup> remains for all work excluding landscaping which is scheduled to be completed later in spring.

Knitter concluded her report reviewing the Natural Areas’ and Landscape Progress. Knitter noted this month the Natural Resource Manager and Landscape Specialist have been working both independently and as a team on many of our projects. List of completed work this month is below: Ordered and received Lake Harriet Pond equipment, delivered resident notices Woody Invasive Removal Project and info on website, met with Wild Goose Chase to get pricing for

goose management and pricing for bird banger, Misc. Tree Work Completed: Cypress Cove Pines, Janes Box Elder, Hawthorne Hill trees, Sunnydale Maple, Shop Box Elder, Adbeth Ash, Oak pruning at: Forest View, Castaldo, Ide's Grove West, Summerhill, Westminster, Mending Wall, Orchard Hill, and Seven Bridges parks.

### Golf Course

Brandon Evans, Golf Manager began the Golf Course report stating the golf course remains closed for the season.

Evans noted during the "Polar Vortex," the golf course lost function of two (2) of the three (3) furnaces that heat the clubhouse. With the help of Maintenance crews and round the clock monitoring, the building was kept above freezing for four (4) days/nights without further damage. Limiting our ability to fix the issue on a more timely basis is the fact that rooftop access, when snow/ice are present, is nearly impossible for contractors without the use of a lift or crane to gain access to the units.

Evans mentioned staff is monitoring recent freeze/thaw cycles and the potential effect it may have on turf health.

Adams asked Evans to review the CORE Golf Program. Evans stated the new program started on January 16<sup>th</sup> at the ARC. Not only does this program help fill turf space during the non-prime time (10-11 a.m. on Wednesdays), but surprisingly we were able to fill up the class quickly with fifteen (15) participants. The program combines golf specific exercises using bodyweight, free weights, and exercise bands along with improvements to your golf swing.

Evans concluded his report stating staff continues to book non-golf events during the winter months. A Mimosa Punch Brunch and Pillow Painting Party are scheduled in March.

### Recreation

In Don Ritter's absence, Executive Director Adams began the report stating effective January 29<sup>th</sup>, the Kidz Squad program started to use one of the Park District buses to supplement the existing bus transportation for kids from Meadowview School to the ARC to help resolve the overcrowding on one of the School District buses. A Park District employee that was hired in January of 2018 to drive the District bus for the senior trips, and was available and willing to drive the bus for Kidz Squad daily between 2:30-3:30 p.m. until the end of the school year. The cost savings to the Park District by using the District's own bus rather than renting a separate bus from the bus company is approximately \$6,000.

Adams added the ARC is hosting a President's Day Shootout Travel Basketball Tournament on February 18<sup>th</sup>. Divisions range from Boys Grades 6-8. Twenty-two (22) teams are scheduled to participate compared to twelve (12) teams in last year's tournament.

Adams noted the Winter Youth In-House Basketball League has 280 participants, down from last year's 327 players. Assumptions for the reduction could be related to some players transferring to a new traveling team and possibly fluctuations in specific age demographics.

Adams stated the WSA Early Bird registration has concluded, but registration is still open until February 20<sup>th</sup>. Currently, there are 144 players enrolled which is 22 less than last year.

Adams mentioned the Adult Co-Ed Soccer league which had four (4) teams in the fall, now has eight (8) teams participating during the winter session on Thursday evenings at the ARC.

Adams stated the Teen Job Fair will be held on Wednesday, February 20<sup>th</sup> at the Darien Park District. For a small fee, a class will be taught on application/resume writing, social media related to employment, and interviewing skills. The Job Fair portion is free with applications and information about job openings.

Adams added our annual Enchanted Ball was a huge success with forty-two (42) kids registered! The program had nine (9) volunteers from the DGS High School Key Club and they did a great job interacting with the characters. Staff did a great job decorating the Community Center and coordinating fun games and activities.

Adams mentioned due to historical low enrollment/trip cancellations in the month of January for our senior trips, staff offered just one trip this past month. Unfortunately, the trip (18 registered) on January 30<sup>th</sup> to the Hollywood Casino in Joliet was cancelled due to the extreme cold.

Adams noted for the 3<sup>rd</sup> year in a row, the Park District participated in the Family Fitness Night held at Murphy School on February 7<sup>th</sup>. Fitness activities were held in the gymnasium and classrooms and tables were set up in the hallways for agencies to promote their programs. ACE, the Park District mascot, also made an appearance!

Adams added the ARC Facility Rental income for the Turf Field and Gymnasium combined is up 49% comparing end of February 2018 vs. YTD February 6, 2019. Revenue rental budget for FY2018-19 is \$149,800 and currently stand at \$153,943 with over two (2) months of revenue to still account for.

Adams mentioned the Silver Sneakers program has generated \$23,644 from May 2018 – December 2018 as compared to \$20,826 that was generated between June 2017 (start date of the new program) and April 2018.

Adams concluded the Recreation report offering Congratulations to Dan Peboontom who will be celebrating his 21<sup>st</sup> anniversary as the Athletic Supervisor on February 25<sup>th</sup>.

#### Aquatics

5.a. In Julie Rhodes absence, Amanda Nichols, Aquatic Supervisor began the Aquatic report with an action item regarding the 2019 Aquatic Fee Schedule. The proposed changes relate to the termination of the Downers Grove and Darien reciprocal membership rate arrangement and revision of the general (non-resident) membership fees for the 2019 season. Approval of the fee structure is necessary in order to finalize FYE2020 budget.

Staff recommended Board approval of the FY2019/20 Fee Schedule as presented.

MOTION by Cohen and seconded by Mahoney to approve the FYE2020 Fee Schedule as presented.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Nichols continued by reviewing the following Proposed Capital Replacement Projects FYE2020. Capital Replacement Projects proposed for FYE2020, subject to final budget approval, include:

- Replacement of Swamp Shack Concessions Furniture
- Resurface body flume slides

Nichols added the budgeted expense for Capital Replacement Projects is currently being researched.

Nichols noted applications for new employment for Cypress Cove will be accepted until March 4, 2019. Interviews will begin toward the end of March.

Nichols mentioned Swim Team registration will be held from February 25<sup>th</sup> – April 4<sup>th</sup>. Returning resident swimmers are allowed to register first; new resident swimmers will have second priority for registration; returning nonresident swimmers will have third priority for registration; new nonresident swimmers will have last priority for registration. Families that did not meet the 2018 volunteer requirement of the Parents' Association will be automatically waitlisted for 2019. All new swimmers will be required to perform a skills test in order to be on the team. The Aquatic Department is currently working with Community School District 99 to obtain pool usage for new swimmer skills testing. Due to the popularity of the team,

we will continue to offer the arrangement with the Butterfield Park District to accept our excess swimmers for the 2019 swim season.

Nichols stated the Aquatic Department is currently working to finalize Fund 06 and Fund 07 budgets for FYE2020. The budgets will be presented in March.

Nichols concluded her report stating the Aquatic Department is working with the Marketing Department to advertise the new general (non-resident) fee structure to previous cooperative agreement pass holders as well as surrounding nonresident areas. Previous cooperative agreement pass holders will receive an email as well as a postcard. Non-resident family households will receive a postcard.

President Hohnke asked how we structured Downers and Darien. Nichols replied the general (non-resident) rates were adjusted.

### Parks

6.a. John Karesh, Superintendent of Parks & Operations began Maintenance/Parks report with an action item seeking Board approval of Skid Steer Trailer Purchase, CRP #19-01pc. Karesh stated staff reached out to three companies for the purpose of obtaining quotes for the purchase and replacement of the existing skid steer trailer. The current trailer is a 2002 and was scheduled for replacement in 2017. Although we extended its life, it is now time to replace the trailer as the wood has rotted and patched over the year, wheels and lines underneath are severely rusted.

Karesh reviewed the proposal results:

- Funks \$11,489.00
- Rondo \$ 8,592.00
- A& W \$ 8,135.00

Staff recommended the Board accept the qualified low bid proposal from A& W Trailer and approve a purchase order in the amount of \$8,135.00 for the purchase of a deck over tilt skid steer trailer.

MOTION by Mahoney and seconded by Cohen to accept the qualified low bid proposal from A& W Trailer and approve a purchase order in the amount of \$8,135.00 for the purchase of a deck over tilt skid steer trailer.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

6.b. Karesh continued with the next action item seeking approval for Utility Trailer Purchase, CRP #19-02pc. Karesh stated staff reached out to three companies for the purpose of obtaining quotes for the purchase and replacement of a dove tail utility trailer 14' in length. The current trailer is a 2003 and was due for replacement in 2013. Although we extended its life, it is now time to replace the trailer as the size of some of our newer implements are larger than in the past, the ramp and sides are bent and the ramp is sagging from years of use and the wheels and lines underneath are rusted.

Karesh reviewed the proposal results:

- Funks \$ 2,557.06
- Rondo \$ 2,089.00
- A& W \$ 2,265.00

Staff recommended the Board accept the low qualified bid proposal from Rondo Enterprises Inc. and approve a purchase order in the amount of \$2,089.00 for the purchase of a dove tail utility trailer.

MOTION by Cohen and seconded by Venouziou to accept the low qualified bid proposal from Rondo Enterprises Inc. and approve a purchase order in the amount of \$2,089.00 for the purchase of a dove tail utility trailer.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Karesh continued his report stating staff performed preventive maintenance on the air handlers at the Community Center. This included changing filters, making adjustments & belt changes.

Karesh added the 2019 pool chemical prices are being secured. We anticipate the pricing to come in near the same as last season based on the cost of fuel.

Karesh mentioned the snow season is here and the snow removal teams are in place and have done a great job so far this season.

Karesh noted staff is working on cleaning the Maintenance Facility in an effort to complete an annual deep cleaning.

Karesh stated the District received the new snow blower, sweeper and cab for the Ventrac tractor. This has been installed and is performing well.

Karesh mentioned crews assisted the Golf Course in resolving heating issues by clearing snow, providing a lift to get to the roof of the club house to access the air handlers/furnaces and installing some portable electric heaters during the cold weather keep water and fire suppression pipes from freezing.

Karesh noted the FYE2020 budget, goal planning, and capital replacement program reviews are being worked on and staff plans to have this completed by the end of the month.

Karesh concluded his report noting Mark Schneider will celebrate 25 years of service on February 17<sup>th</sup>. Dan Pietrzak will celebrate 19 years of service on February 24<sup>th</sup>. Congratulations to both!

### Marketing

7.a. Megan Pettit, Marketing & PR Manager began her report with an action item regarding the 2019-2020 Activity Guide Printing Bid Results. Pettit stated the bid opening for the 2019-2020 Activity Guide Printing Project was held on Friday, February 15<sup>th</sup>. Six (6) bids were received. Bid results are as follows:

<u>Company</u>	<u>Option A Bid: Sheet Fed</u>	<u>Option B Bid: Web Press</u>
Paulson Press	\$34,879	No bid
KK Stevens	No bid	\$28,107.12
Indiana Printing & Publishing	\$60,522	\$29,817.00
American Litho	No bid	\$33,788
Action Printing	No bid	\$37,080
Precise Printing	No bid	\$29,680

Pettit noted as discussed at the January Board meeting, web press printing is the type of printing equipment the District's previous printing companies have used and is commonly used for newspapers. Sheet-fed printing is higher quality and a little more expensive and is typically used for magazines and retail store catalogs. Many other park districts have moved to sheet-fed printing because of the quality since our guides are the most used marketing piece desired by residents and have a longer shelf-life. Therefore, the Marketing department recommends printing the activity guides with sheet fed printers.

Staff recommended the Board accept Paulson Press as the low qualified bidder for Option A in the amount of \$34,879.00.

MOTION by Venouziou and seconded by Mahoney to accept Paulson Press as the low qualified bidder for Option A in the amount of \$34,879.00.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Pettit continued her report stating that the following information has been posted on the web, in the newspapers and on Facebook;

- Weather Cancellations and Closures
- WSA Early Bird and Regular Spring Soccer Registration
- Girls Softball Early Bird Registration.

Pettit mentioned the Marketing department is assisting the Fitness Manager in promoting the January fitness member specials, which were extended through February 7<sup>th</sup> because of the weather closures. The special was promoted via facility signage, Reach slides, marquee, Facebook and e-newsletter.

Pettit noted staff met with Divine Signs to brainstorm signage solutions at the ARC. The sales rep measured and provided quotes for custom poster holders in the men's and women's locker rooms and a wall wrap on the turf wall. Staff is still waiting for a quote for a digital sign and accompanying software behind the fitness front desk. The locker room poster holders were requested by a potential sponsor as an advertising opportunity; however the posters will spruce up the blank wall and can be used for ARC advertising if not in use by a sponsor. Additionally, the District is also getting quotes for wall wraps in the lower and main levels of the Community Center to brighten up the space and act as a background for photo opts.

Pettit added the 2019 Aquatics Guide went to print on February 6<sup>th</sup> and will be delivered to residents beginning March 1<sup>st</sup>. Staff is currently working on the first draft of the Summer Activity Guide which will go to print on March 13<sup>th</sup>. Kranz Real Estate signed the 2019 Partnership Agreement as a delivery marketing partner for all 2019 deliveries.

Pettit mentioned the Marketing staff assisted the recreation staff with participation in the Family Fitness Night at Murphy School on February 7<sup>th</sup>. WPD branded sunglasses were ordered and flyers, posters and other park district and ARC branded giveaways were provided.

Pettit noted Village Staff asked if the District would like to participate in co-purchasing Celebrate Woodridge anniversary banners for the upcoming year. The District's Graphic Designer designed some options to include for consideration a banner that could recognize sponsors to offset banner fabrication costs. Preliminary pricing is estimated at \$100-\$110 depending on final quantities. Staff seeks board feedback on the idea.

After some discussion, the Board agreed they do not like the sponsorship names on the bottom of the banners but are in favor of the new banners.

Pettit concluded her report stating to help inform the previous participants of the Darien & Downers Grove co-op partnership about the new Cypress Cove general fee, the marketing staff sent an email to those participants. The email included the new prices and a comparison to last years' general rates. It also included an explanation of the decision and how it benefited them. Additionally, the department is working with a printer to send a postcard to households with children who live in Downers Grove, Darien and Bolingbrook of the new general rate.

Administration

8.a. Executive Director Adams began his report with an action item regarding the 2019 Portable Outdoor Toilet Unit Rentals, MSP #19-01c. Adams noted staff opened bids on Thursday, February 7, 2019. The District’s current vendor, Hoving/Lakeshore Recycling, did not submit a bid. Below are the bid results based on unit prices. The proposed three (3) year estimated costs for FY’s 2019 – 2021 are as follows:

Service Sanitation, Inc.: \$57,807.00  
National Construction Rentals: \$61,305.00

Adams noted the District previously contracted with Service Sanitation, Inc. and performed satisfactory and according to District expectations.

Below is a comparison of Service Sanitation’s 2019-2021 pricing versus pricing of Hoving/Lakeshore’s 2016-2018:

<u>Unit Type</u>	<u>2016-2018 Hoving/Lakeshore</u>	<u>2019-2021 Service Sanitation</u>
Standard Unit – Cleaned 1/week	\$52/month	\$52/month
Standard Unit – Cleaned 1/week	\$91/month	\$91/month
Handicap Unit – Cleaned 1/week	\$61/month	\$70/month
Handicap Unit – Cleaned 2/week	\$98/month	\$91/month
Standard Unit – Special Event	\$50/event	\$50/event
Handicap Unit – Special Event	\$70/event	\$75/event
Standard - Additional Cleanings	\$14/cleaning	\$11/cleaning
Handicap – Additional Cleanings	\$14/cleaning	\$11/cleaning
Sink Rental	\$49/event	\$50/event

Staff recommended the Board accept the low qualified bid from Service Sanitation, Inc. and approve a contract agreement for Portable Outdoor Toilet Unit Rentals for a three (3) year contract term.

MOTION by Cohen and seconded by Mahoney to accept the low qualified bid from Service Sanitation, Inc. and approve a contract agreement for Portable Outdoor Toilet Unit Rentals for a three (3) year contract term.

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

Safety Committee

Adams stated the February Safety Briefs were emailed to the staff on February 1, 2019.

Adams noted the Accident/Incident Report for January 2019 is included in the Board report.

CONSENT AGENDA

MOTION by Mahoney, and seconded by Cohen to approve Consent Agenda item 1 for approval of minutes and Agenda Items 2 through 8 for Vendor Payment & Payroll Ratification for a total amount of \$1,309,620.29.

1. Regular Board Meeting Minutes ..... January 15, 2019
2. Vendor Payment & Payroll Ratification Report (1/11/19-2/14/19)..... \$1,309,620.29
3. 2018 Toro 3280D Mower Purchase Payout #1 (Final)..... \$25,263.98
4. 2019 Ventrac snow blower, cab, broom purchase, Payout #1 (Final)..... \$16,823.15
5. ENCAP, Inc., 2018/2019 Woody Invasive Species Removal Project, MSP #18-13c,Payout #1..... \$5,900.00
6. Living Waters Consultants, Inc.,-Triangle Park – Eng. Services, CA#18-07pc,Payout #13..... \$8,500.00
7. V3 Construction Group Ltd.-Triangle Park Restoration Project, CDP#18-01c, Payout #1..... \$165,897.00

8. Village of Woodridge, Town Centre Land Acquisition Debt Service Principal & Interest.....\$483,064.99

President Hohnke requested a roll call.

Upon a roll being called:

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Director's Report

1a. Mike Adams, Executive Director began his report seeking Board approval of Ordinance No. 19-1, An Ordinance Determining Personal Property No Longer Necessary or Useful to the Woodridge Park District and Authorizing Its Conveyance or Sale (2010 Toro Workman MDX).

Adams stated the following equipment was recently replaced per the Capital Replacement Program and is beyond its life expectancy: 2010 Toro Workman MDX.

Adams noted staff seeks Board authorization to dispose of the surplus property. Bid trade-in and/or electronic auction websites will be used to sell and seek the best return value.

Staff recommended the Board approve Ordinance #19-1, An Ordinance Determining Personal Property No Longer Necessary or Useful to the Woodridge Park District and Authorizing Its Conveyance or Sale (2010 Toro Workman MDX).

MOTION by Mahoney and seconded by Cohen to approve Ordinance #19-1, An Ordinance Determining Personal Property No Longer Necessary or Useful to the Woodridge Park District and Authorizing Its Conveyance or Sale (2010 Toro Workman MDX).

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

1.b. Adams next action item seeking Board approval was Ordinance No. 19-2, An Ordinance providing for the issue of \$888,000 Taxable General Obligation Limited Tax Park Bonds, Series 2019, of the Park District to provide the revenue source for the payment of certain outstanding obligations of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the purchase of said bonds by the Corporate Fund of the Park District.

Adams stated that per the Intergovernmental Agreement with the Village of Woodridge, the District agreed to co-purchase the Town Centre property and to reimburse the Village in installments based on net present value over the length of the debt service. In order to meet the debt financial obligations of the District as well as secure funds for capital projects, staff recommends the Board issue General Obligation Limited Tax Park Bonds within the District's non-referendum debt authority.

Adams added the payment for the land acquisition will be in the amount of \$562,200 based on the debt service schedule for the Town Centre property.

Adams noted the balance of the bond proceeds \$325,800 will be used to will be used to cover closing costs and payment the ARC 2015c debt certificates (\$314,587.50). The District will pursue a deferred closing technique and will also be the purchaser of this bond thereby minimizing interest.

Adams mentioned the ordinance is required for approval now in order to file with the Counties in time for the collection of the 2018 levy (FY2019/2020). The county specifically levies this amount per the approved ordinances up to our total annual non-referendum debt authority of \$1,303,925.

Adams added that a public hearing was held at the January 09, 2018 Regular Board Meeting as required per the Bond Issuance Notification Act (BINA). The Ordinance was prepared by Chapman and Cutler, Bond Council.

Staff recommended approval of Ordinance No. 19-2, An Ordinance Providing for the issue of \$888,000 Taxable General Obligation Limited Tax Park Bonds, Series 2019, of the Park District to provide the revenue source for the payment of certain outstanding obligations of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on the bonds and authorizing the purchase of said bonds by the Corporate Fund of the Park District.

MOTION by Cohen and seconded by Mahoney to approve Ordinance No. 19-2, An Ordinance Providing for the issue of \$888,000 Taxable General Obligation Limited Tax Park Bonds, Series 2019, of the Park District to provide the revenue source for the payment of certain outstanding obligations of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on the bonds and authorizing the purchase of said bonds by the Corporate Fund of the Park District.

President Hohnke requested a roll call.

Upon a roll being called:

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

1.c. Adams continued with his next action item seeking Board approval, the Authorization to Hire an Assistant Facility Manager Technician (New).

Adams stated the District is need of an employee that can resolve two significant needs at both the ARC and Aquatics facilities. The ARC is in need of an employee that can meet the continuing demands for maintenance and set up during prime time hours (2 p.m. – 10 p.m., Monday – Friday, October - March). Filling this critical need for labor and finding part time labor that is consistently available avoiding employment turnover is difficult. However, the need decreases at the facility as the weather warms up and facility programming decreases during the summer months.

Adams noted Cypress Cove (Aquatics) is need of additional maintenance labor (6 a.m.– 2:00 p.m., Days of Week (TBD), April – October) to assist and reduce the amount of days the Aquatic Maintenance Supervisor has to work during the week in accordance with statutory labor laws and State Code regarding Certified Pool Operators (CPO requirements). Again, the District has been unsuccessful filling a part time labor position based on the position requirements, seasonal nature of the position and required CPO certification requirements. Also, due to the amount of training required, it's a significant amount of time and effort invested that could go for naught each year based on the nature of seasonal staff turnover.

Adams added combining these two part-time employment needs into one full-time position as an Assistant Facility Manager Technician (New) would resolve the ongoing needs at these two facilities and minimize staff turnover. Note, the District has an opportunity to hire a current high performing part time employee who may be interested in the position. Salary and benefit expense would be proportionately applied to both the ARC Recreation Fund 12 and Aquatics Fund 06.

Staff recommended Board consideration to authorize the Executive Director to hire for the Assistant Facility Manager Technician position to begin employment March 4, 2019.

MOTION by Mahoney and seconded by Cohen to authorize the Executive Director to hire for the Assistant Facility Manager Technician position to begin employment starting March 4, 2019.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

1.d. Adams next action item was an Ordinance Adopting Revisions to the WPD Policy & Procedural Manual and Employee Job Description Manual, Approval (8.3.40.4.9- Assistant Facility Manager Technician).

Adams stated subject to approval of Agenda F.1.c., staff recommends approving the following job description. In anticipation of hiring for the Assistance Facility Manager Technician, a new job description was created.

#### 8.3.40.4.9 Assistant Facility Manager Technician (New)

Staff recommended the Board approve Ordinance No. 19-3, An Ordinance Adopting Revisions to the WPD Policy & Procedural Manual and Employee Job Description Manual, Approval (8.3.40.4.9- Assistant Facility Manager Technician).

MOTION by Mahoney and seconded by Venouziou to approve Ordinance No. 19-3, An Ordinance Adopting Revisions to the WPD Policy & Procedural Manual and Employee Job Description Manual, Approval (8.3.40.4.9- Assistant Facility Manager Technician).

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

1.e. Adams final action item seeking approval was the FY2018-2019 Revised Organization Chart.

Adams stated included in the Park District overall organization chart is the proposed position being considered for the Assistant Facility Manager Technician.

Staff recommended the Board approve the revised Organizational Chart for FYE2019 dated 2/19/19.

MOTION by Mahoney and seconded by Cohen to approve the revised Organizational Chart for FYE2019 dated 2/19/19.

AYES: Cohen, Hohnke, Mahoney, Venouziou

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Adams continued his report reviewing the following information:

#### Woodridge Athletic Association (WAA) 'Draft' Affiliate Agreement

Adams noted staff and Commissioner Venouziou and Commissioner Cohen met with the WAA Board of Directors on Tuesday, February 5, 2019. Adams and Ritter reviewed and discussed term highlights in the proposed 'Draft' Affiliate Agreement. Adams referred to an updated 'Draft' agreement that was revised (redlined) following WAA initial feedback to address some of their concerns. WAA is now reviewing the details and will report back after they've had an opportunity to fully review.

Adams noted additional matters discussed: 1) Orchard Hill Park baseball field core netting protection, 2) replacement of field storage bins, 2019 field allocations and impact of losing JJH & possibly 63<sup>rd</sup> Street baseball fields due to pending construction projects, 3) secure scheduling of ARC program room for future WAA registration periods, and 4) possible use of unused soccer fields for baseball practice due to potential loss of baseball fields.

#### 63<sup>rd</sup> Street Park Stormwater Easement Agreement w/ Village of Woodridge

Adams stated staff received various documents regarding the proposed Stormwater easement being requested by the Village. Staff and legal counsel have reviewed the 'Draft' easement agreement, bill of sale for the storm sewer pipe, plat of easement and preliminary engineering plans. Comments were submitted to the Village for further review and consideration.

#### Jubilee Special Event Operating Intergovernmental Agreement w/ Village of Woodridge

Adams noted staff created a 'Draft' IGA to memorialize in writing current operations and responsibilities of the Parties. The Draft IGA (see attachment) was sent to the Village for initial review. Subsequent to their review and comments, the 'Draft' will be revised and forwarded to legal counsel for their review and comment.

#### Revenue Opportunities through Corporate Partnership

Adams stated staff was recently approached by consultant (Jim Muno) to inquire about the District's interest in pursuing a corporate partnership program opportunity. Mr. Muno previously worked for the Chicago White Sox as their Senior Director of Corporate Sponsorships, PCGSportsDesk, WGN Sports, and Navy Pier Inc. He currently provides services to The Executive Club of Chicago. He and his brother John Muno (Woodridge Resident and Winnetka Park District Executive Director) believe there's a real market opportunity for Illinois park districts to partner with regional and national corporations, especially those corporations that reside in Woodridge (International Centre) to secure marketing/sponsorship partnerships that could yield alternate revenue for the District in turn for marketing exposure. Based on Jim Muno's exposure in the marketplace he is optimistic that corporations are seeking these types of partnerships. Furthermore, he has the experience, skill set and prominence in the marketplace to make those connections, connections that staff doesn't have the time to commit to.

Adams added the District's past philosophy was to minimize the commercialization of District assets by private companies. The question is has that philosophy changed taking into account the opportunity to obtain alternate revenue to supplement the District's annual budget. Staff seeks Board feedback on the concept. If the Board is open to the concept, how much marketing exposure is the District willing to provide (e.g. naming rights to facilities, advertising on signage, social media, activity guides, printed materials, hospitality at special events, etc.).

If the Board is interested, the next step would be to finalize scope of services and obtain a proposal for services for future board consideration.

After some discussion, the following Board feedback was given:

Commissioner Cohen stated he likes the idea, and would like to look into options.

Commissioner Mahoney and Commissioner Hohnke don't like the idea of renaming facilities, but would consider small signs, and events using advertising.

Commissioner Venouziou doesn't mind small advertising, but does not like the idea of renaming facilities.

The Board agreed to move forward by getting more information and research on types of marketing exposure opportunities the District is willing to consider.

#### FYE2019 Annual Goals & Objectives, 3rd Quarter Update

Adams mentioned the FYE2019 Goals & Objectives, 3<sup>rd</sup> Quarter, are included in the Board packet for review.

FYE2020 Strategic Planning Process / Goals / Budget Timeline

Adams concluded his report stating staff is in the process of completing list of annual goals and objectives for FYE2020. Staff will schedule further discussion and feedback at the March Board meeting and subsequently update and seek concurrence at the April 6, 2019 Budget Workshop.

COMMITTEE REPORTS

SEASPAR – Adams noted the ribbon cutting ceremony was held today at Lemont Facility for the Eagles Program.

JUBILEE – No report.

PDRMA – No report.

EX-OFFICIO REPORT

1. Plan Commission – Report was included in Board packet for review.
2. Chamber of Commerce – No report.
3. Affiliated Athletic Associations – No report.

OLD BUSINESS

None

NEW BUSINESS

NTP Wireless c/o T-Mobile Request to Lease Park Property for Wireless Antennae Tower

Adams stated periodically the District receives requests from wireless and telecommunication companies to lease park property for telecommunication towers.

Adams noted the Park Board's previous position and consensus was that the Board didn't approve requests due to the unsightly aesthetic impacts to the park and to neighboring residents, and the hassle of negotiating and administering lease agreements from several telcom companies. However, the upside is the potential for alternative revenue, which based on other agencies agreements could generate \$25-\$30k/year/vendor.

Adams added NTP Wireless' request is to locate a tower at Janes Avenue Park.

Adams stated for future reference, discussion with the Village regarding this issue indicated that there will most likely be a push from telcom companies requesting installation of 5G small cells (new technology), which can be attached to existing infrastructure (e.g. light poles, telephone poles, etc.).

Staff is seeking Board feedback on the District's position regarding leasing property for telecommunication towers.

After some discussion, the Board agreed staff should get more information on the type of equipment, towers being requested and income potential.

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney and seconded by Venouziou to adjourn the regular Board meeting of February 19, 2019 at 9:08 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



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Jack Mahoney, Secretary