

WOODRIDGE PARK DISTRICT
Regular Board Meeting
May 21, 2019



Vice President Brian Coleman 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, Coleman, Venouziou, and Kranz. Absent: Commissioner Mahoney. Staff present: Adams, Evans, Karesh, Knitter, Markatos, Pettit, Rhodes, Ritter. Absent: Chris Webber.

PUBLIC PARTICIPATION – Mr. Elias Gonzalez, 3412 63rd Street, Woodridge.

* Commissioner Coleman recommended moving to Old Business prior to President's Report. Board approved.

*OLD BUSINESS

Mr. Gonzalez began by presenting the Board with an article from the Chicago Tribune dated 05/02/19 titled "Teens get a free summer Planet Fitness gym membership". Mr. Gonzalez stated this is what he would like for the seniors here in Woodridge.

Adams presented for Board information the revenue generated for seniors use of the walking track at the ARC. Adams also reviewed a survey of fees other park districts with an indoor walking track which ranged from various fees charged to free use. Adams noted that several park districts that offered free use, limited hours for this benefit.

After some discussion, Adams asked for Board feedback on which direction they would like to proceed regarding this request, if any. The Board agreed, they would like staff to research and report back with an option to possibly decrease the fee charged for seniors during limited hours.

PRESIDENT'S REPORT

1. Vice President Coleman presided over the President's Report by stating, let the record reflect the Canvass of Votes for the April 2, 2019 Consolidated General Election for Woodridge Park District Park Commissioners resulting in Brian Coleman and Sam Venouziou elected for a six year term, Mary Wutke-Kranz elected for a four year term and Bill Cohen elected for a two year term.

2. At this time, Vice President Coleman requested Secretary Pro-Tem Mike Adams issue the Oath of Office to officially swear in Newly Elected Park Commissioner Sam Venouziou.

I, Sam Venouziou, having been elected to the office of Commissioner of the Woodridge Park District in the Village of Woodridge, in the Counties of DuPage and Will and the State of Illinois, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of Commissioner of the Woodridge Park District according to the best of my ability.

Adams and the Board of Park Commissioners congratulated Commission Venouziou on his election to the board.

3. Vice President Coleman stated "At this time, the Annual Meeting, being the first Board Meeting of the fiscal year, shall take place.

3.a. Election of Board President

The first order of business of the Annual Meeting shall be the election of the office of President." Nominations for the office President are hereby open:

Bill Cohen nominated for Board President by Commissioner Jack Mahoney, Commissioner Brian Coleman and Commissioner Sam Venouziou.

Vice President Coleman asked "Are there any further nominations for the office of President?"

There being none, Vice President Coleman stated "I declare that nominations for the office of Board President are closed."

Vice President Coleman requested a roll call to elect Commissioner Bill Cohen as President.
Upon a roll being called:

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

Vice President Coleman declared Bill Cohen as Woodridge Park District Board President.

*Newly elected President Bill Cohen presided for the remainder of the meeting.

3.b. Election of Board Vice President

President Cohen stated nominations for the office Vice President are hereby open:

Brian Coleman was nominated for Board Vice President by Commissioners Cohen, Coleman and Kranz.

President Cohen asked "Are there any further nominations for the office of Vice President?"

There being none, President Cohen stated "I declare that nominations for the office of Board Vice President are closed."

President Cohen requested a roll call to elect Commissioner Brian Coleman as Board Vice President.

Upon a roll being called:

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

President Cohen declared Brian Coleman as Woodridge Park District Board Vice President.

3.c. Appointment of Board Secretary.

MOTION by President Cohen, seconded by Coleman to appoint Commissioner Jack Mahoney as Board Secretary.

President Cohen requested a roll call.

Upon a roll being called:

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

Appointment of Board Secretary Pro-Tem.

MOTION by President Cohen and seconded by Coleman to appoint Executive Director Mike Adams as Board Secretary Pro-Tem.

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

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

3.d. Appointment of Board Treasurer.

MOTION by President Cohen and seconded by Coleman to appoint Commissioner Sam Venouziou as Board Treasurer.

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

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

3.g.-3.j. Ex-Officio Appointments

Vice President Brian Coleman made the MOTION and Commissioner Kranz seconded to reappointment the 2018 appointments for 2019 to the following positions:

- 3.g. Plan Commission and Ex-Officio – Jack Mahoney and Mike Adams (alternate)
- 3.h. Jubilee Committee and Ex-Officio – Brian Coleman and Don Ritter (alternate)
- 3.i. SEASPAR Representative – Mike Adams and Don Ritter (alternate)
- 3.j. PDRMA Representative – Mike Adams and Chris Webber (alternate)

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

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

4.a. President Cohen moved to reappoint Mike Adams as the Woodridge Park District's Executive Director.

MOTION by Cohen and seconded by Coleman to reappoint Mike Adams as the Woodridge Park District's Executive Director.

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

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

4.b. President Cohen moved to reappoint Klein, Thorpe & Jenkins as the Woodridge Park District's Legal Counsel.

MOTION by Cohen and seconded by Coleman to appointment Klein, Thorpe & Jenkins as the Woodridge Park District's Legal Counsel.

President Cohen requested a roll call.

Upon a roll being called:

AYES: Cohen, Coleman, Kranz, Venouziou,

NAYS: None

Absent: Mahoney

MOTION Carried.

4.c. President Cohen moved to reappoint the Illinois Institutional Trust (IIT) Fund as the Woodridge Park District's Investment Advisor.

MOTION by Coleman and seconded by Kranz to reappoint the Illinois Institutional Trust (IIT) Fund as the Woodridge Park District's Investment Advisor.

President Cohen requested a roll call.

Upon a roll being called:

AYES: Cohen, Coleman, Kranz, Venouziou,

NAYS: None

Absent: Mahoney

MOTION Carried.

5. President Cohen's next item was to call for a Public Hearing regarding the FY2019-2020 Budget & Appropriations Ordinance to be held on June 18, 2019 at 6:30 pm.

MOTION by Coleman and seconded by Kranz to call for a Public Hearing regarding the FY2019-2020 Budget & Appropriations Ordinance to be held on June 18, 2019 at 6:30 p.m.

President Cohen requested a roll call.

Upon a roll being called:

AYES: Cohen, Coleman, Kranz, Venouziou,

NAYS: None

Absent: Mahoney

MOTION Carried.

Recognition of Staff Milestone Anniversaries

President Cohen continued his report offering congratulations to Jenny Knitter, Superintendent of Planning & Development for 15 years of service with the Woodridge Park District.

Mike Adams noted the Woodridge Rotary Club donated \$1,000 to the Golden Years Program.

Mike Adams added the Village of Woodridge/Prologis presented the Golden Years Program with a \$500 grant

Mike Adams asked for Board Feedback regarding the Annual Board Park Tour, the Board recommended that Adams email possible September dates to the Board for consideration.

STAFF REPORTS

Finance, Personnel & IT

In Chris Webber's absence, Accountant Marie Markatos began the Finance report stating the District's Fiscal Year ended on April 30, 2019. The auditors will be on site on Tuesday, May 14th to perform preliminary audit procedures. Staff has been busy compiling information for requested items as well as preparing census data for the implementation of GASB 75 which relates to Other Post-Employment Benefits (OPEB) and new audit requirements which includes a full actuary report to be issued

Markatos noted included in the Board packet is the April, 2019 financial report which marks the final month of the District's Fiscal Year. The report presented is a preliminary year-end close and does not include accruals which will continue through July as the auditors finalize their work. For April financials a projected Fund Balance analysis has been included to demonstrate where the District projects to be once the audit is finalized. The District is in a very healthy financial position as can be seen by the schedule with cash on hand in excess of Fund Balance. These numbers will be finalized once the audit is completed.

Markatos added, included in the Fiscal Year 2020 Budget are additional expenses to improve the District's network system. Sterling Network Integration (SNI) has provided the District with a quote where SNI would maintain the current system hardware and software, perform required monthly updates to the system as well as any preventative maintenance. The network monitoring provided will be proactive and monitor the system for performance issues and identify any potential areas of risk. The District currently operates on 19 servers and 18 network devices. The onboarding is scheduled to take place on May 29th prior to the next board meeting with the monitoring beginning June 1st. There will be no down time across the District.

Markatos mentioned staff is busy trying to fill remaining summer seasonal positions that still remain open. Staff is still looking to hire Parks Maintenance, Camp Counselors for Before and After Care, a Cook and a Bartender. As of the date of this report, the District has received 276 applicants for the 2019 open positions. Full-time performance reviews are under way with the process currently being completed by approximately 25% of staff. Reviews are due to be completed by May 10th where then a peer review committee will be formed to determine if any reviews have qualified for a merit bonus.

Markatos concluded her report stating staff has prepared Cypress Cove for the upcoming season and testing has been completed to ensure everything is properly running. The IT Coordinator has been working to improve computer speed and efficiency. He recommended moving computers from spinning hard drives to static drives. Employees that have made the change can attest to the major increase in speed and he will be working to change out other computers in the coming weeks.

Planning

2a. Superintendent of Planning & Development, Jenny Knitter began her report with an action item regarding the Community Center Program Room Interior Finishes, CDP #19-04c. Knitter stated the District has hired Williams Architects to design interior improvements to various rooms in the lower level of the Fred C. Hohnke Community Center. The scope of work includes painting, flooring and cabinetry millwork.

Knitter noted in order to complete this work in advance of the fall 2019 Tot School Start in September, staff determined that bidding this project this month is critical to completion.

The schedule for work is noted below:

- Authorization to Bid May 21, 2019
- Bid Let May 29, 2019
- Bid Opening June 13, 2019
- Board Recommendation/Contract Approval June 18, 2019
- Construction Starts July 19, 2019
- Substantial Completion August 23, 2019

Staff requested Board authorization to bid the Community Center Program Room Interior Finishes, CDP #19-04c.

MOTION by Coleman and seconded by Venouziou to authorize staff to bid the Community Center Program Room Interior Finishes, CDP #19-04c.

President Cohen requested a roll call.

Upon a roll being called:

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

2b. Knitter's next action item seeking Board approval was the Nicor Bike path Development Project – Engineering Services, CA #19-02pc. Knitter stated in order to proceed with bidding the Nicor bike path extension, staff needs engineering assistance for grading and layout, permitting, and requirements related to storm water permitting. As a result, the District requested a proposal from V3 for these services.

Staff recommended the Board accept V3's proposal dated 05/03/19 in the amount not-to-exceed \$20,000 for the Nicor Bike path Development Project – Engineering Services, CA#19-02pc.

MOTION by Coleman and seconded by Kranz to accept V3's proposal dated 05/03/19 in the amount not to exceed \$20,000 for the Nicor Bike path Development Project – Engineering Services, CA#19-02pc.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

2.c. Knitter's next action item seeking Board approval was the Ide's Grove West/Timber's Edge Park - Engineering Services, CA #19-03pc. Knitter stated in order to proceed with bidding the Timber's Edge / Ide's Grove West Park Development Project, staff needs engineering assistance for grading and layout, permitting, and requirements related to storm water permitting. As a result, the District requested a proposal from V3 for these services.

Staff recommended the Board accept V3's proposal dated 04/30/19 in the amount not to exceed \$21,000 for the Ide's Grove West/Timber's Edge Park - Engineering Services, CA#19-03pc.

MOTION by Coleman and seconded by Venouziou to accept V3's proposal dated 04/30/19 in the amount not to exceed \$21,000 for the Ide's Grove West/Timber's Edge Park - Engineering Services, CA#19-03pc.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

2.d. Knitter continued with her next action item seeking Board approval, Change Orders #1 pertaining to the 83rd Street Park Development Project, CDP#18-03c.

Knitter stated Change Order No. 1 consists of the seven (7) items. The deducted items (#1-3) were agreed upon with the contractor prior to staff issuing a notice to proceed with construction. Items #4-7 were items that arose during construction. Any contractor submitted quantities and costs have been reviewed by the project engineer, V3, and were found to be acceptable.

Staff recommended the Board approve Change Order No. 1 to D&J Landscape, Inc.'s contract for a net increase of \$5,999.00 for the 83rd Street Park Development Project, CDP #18-03c for the deduction of contracted services as described and the addition of PVC drainage piping, concrete flatwork replacement, additional aggregate, and construction of an infiltration basin.

MOTION by Venouziou and seconded by Coleman to approve Change Order No.1 to D&J Landscape, Inc.'s contract for a net increase of \$5,999.00 for the 83rd Street Park Development Project, CDP #18-03c for the deduction of contracted service as described above and the addition of PVC drainage piping, concrete flatwork replacement, additional aggregate, and construction of the infiltration basin as described above.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

2.e. Knitter's final action item seeking Board approval was the Forest Glen Park – Pickle ball Line Painting Project, MSP #19-06pc. Knitter stated in an effort to provide a frequently requested recreational amenity for use this spring and summer, staff requested a proposal from US Tennis Court Construction Company to paint pickle ball court lines (light blue) at all four (4) of the existing Forest Glen Park Tennis Courts. The estimated cost is \$1,400.

Knitter noted staff still plans on bidding the multiple trades for the permanent pickle ball courts in conjunction with tennis court fencing and recoloring work at Hobson Corner Park this Fall for construction in either Fall 2019 or Spring 2020. In the meantime, this will provide usable outdoor pickle ball courts at Forest Glen Park for residents until the Hobson court renovations are completed. The Forest Glen Tennis courts are scheduled for recoloring in FYE2021.

Staff recommended the Board accept U.S. Tennis Court Company's proposal dated 05/17/19 in the amount not to exceed \$1,400 for the Forest Glen Park – Pickleball Line Painting Project, MSP#19-06pc.

MOTION by Coleman and seconded by Venouziou to accept U.S. Tennis Court Company's proposal dated 05/17/19 in the amount not to exceed \$1,400 for the Forest Glen Park – Pickleball Line Painting Project, MSP#19-06pc.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

Knitter continued her report reviewing the following information:

Triangle Park Restoration Project, CDP #18-01c

Knitter stated in April, the contractor completed finished grading and repairs to damaged concrete. Staff is beginning the process of putting all of the grant documentation together for reimbursements. Turf restoration including seeding is scheduled to be completed in May with plug installation and final plantings scheduled for the week of June 4th.

83rd Street Park – Site Furnishings Purchase, CDP #19-05pc

Knitter mentioned following authorization at the April board meeting, staff issued purchase orders for site furnishings from three (3) vendors for 83rd Street Park. Lead times vary, but all vendors anticipate delivery of orders by the end of June. Site furnishings include: benches, trash and recycling receptacles, picnic tables, ping pong tables and a hot coal disposal bin.

Town Centre Sled Hill Development, CDP #19-01c, Donation Agreement

Knitter noted staff has received insurance and signed contract for work. Staff will begin identifying all of the trees for removal this week so that contractor can begin his first phase of work to include tree removal and installation of the construction access road. Letters will be sent to surrounding residents to make them aware of the project as well.

Jefferson Jr. High – Athletic Complex Updates

Knitter stated the School District approved the bids for the project and the IGA previously approved by the Park District was adopted by the School District board at their May meeting. Staff will meet for a preconstruction meeting and weekly meetings once construction begins. Work is scheduled to begin very soon with completion expected in the fall.

Contractual Landscape Maintenance Services, MSP#19-03c

Knitter mentioned the contractor has completed their first treatments at all sites once and are hoping to get the second one in this weekend. The beds are pretty heavy with weeds, but we have started to see some yellowing, so hopefully this next round will take care of them.

Lake Harriet Improvement Project, Lighting Additions, CDP#19-02c

Knitter noted in late April, the Village of Woodridge issued comments on the initial permit/PUD submittals and notified staff that a storm water permit would be required. With the assistance of the project engineer staff submitted comment responses, revised plans and a storm water permit application on April 25th. The Village anticipates a 21-28 day review process. Staff has continued to communicate with the contractor who has the necessary materials and is prepared to begin work once authorized.

Knitter added staff reached out to the grant administrator who indicated the State will begin the process of requests for extensions beyond the completion date of June 30, 2019.

Fitness Court – 2019 National Fitness Campaign / Site Location Commitment

Knitter stated staff is waiting for vendor information to initiate some first contacts to potential sponsors for this project. We plan to have our first meetings to present the project to sponsors in late May / early June.

Cypress Cove Filter System Renovation Project–Ph. 1, ACRP#18-07c-02

Knitter mentioned staff is coordinating contract execution with awarded Contractor, Mechanical, Inc.

Maintenance Facility Interior Office Improvements Project, CDP #18-04c

Knitter noted staff has received signed contract, bonds, and insurance documents from awarded Contractor, Builder's Land, Inc. Staff has requested product submittals and plans to coordinate a preconstruction meeting in the coming weeks with the contractor. Construction is anticipated to begin in October and run through the fall.

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

Knitter stated treatment of any re-sprouts began this month at all sites: Duke Street Basin, Falconridge, Lake Harriet and Timber's Edge.

Timbers Edge – Ides Grove West – Park Planning Committee

Knitter noted staff continues to work on finalizing a Masterplan. Staff plans to present for Board consideration at the June Board meeting.

Evening for the Oaks Event – May 15, 2019

Knitter stated staff collaborated with DuPage County Forest Preserve to offer an informational meeting to residents explaining the importance of Oak regeneration in order to plan for older oak species decline to ensure the genus' survival in the future. Forty-four (44) people were in attendance for this event. Jenny Knitter and Chris Pollack spoke of the Park District's efforts to restore the District's woodlands. The Forest Preserve District of DuPage County provided free oak saplings and Graf Tree explained how and where to plant. The Conservation Foundation, Morton Arboretum, and the Chicago Area Bird Conservation Network were also in attendance to answer questions and encourage this effort.

83rd Street Park Development Project, CDP#18-03c-01

Knitter mentioned the contractor has continued to make progress on the work at 83rd Street Park; however, heavy periods of snow and rain in late April and into early May have slowed progress. ComEd completed installation of a new electric service and meter in the final week of April and by the week of May 6th the contractor had managed to remove the majority of excess spoils from the site. Also, in April the completed installation of the Quick Goal soccer netting system along the north perimeter of the parking lot and all but the final sections of concrete flatwork including the truncated domes along the handicap parking stalls. As weather permits they continue to distribute and fine grade topsoil in preparation for seeded turf restoration. Maintenance staff will be installing the new 83rd Street Park sign in the southwest corner of the parking lot in early May. Weather permitting the project should be completed in May.

Knitter added the water service for the new drinking fountain has presented the most challenges to date. Per the bid a new 1" water service was to be tapped from the existing water main on the south side of 83rd Street. After we were under contract it was suggested that an existing water service likely remained in place from when the old maintenance building was demolished in the early 2000's. During excavation for the directional boring of the water line beneath the parking lot the original 2" copper service was located. In an effort to reduce costs, staff elected to connect to the existing waterline, saving the cost of directionally boring and installing new copper beneath 83rd Street (estimated \$3,000-\$4,000 savings). However, when the contractor excavated on the south side of 83rd Street to open the corporation at the water main it was determined that when the maintenance building service was abandoned the water main was collared without a corporation and the service was severed. The contractor was able to locate undamaged copper to connect to, and the Village of Woodridge provided details for the installation. We anticipate the water service being completed the week of May 13th. Final cost for the water service (add/deduct) are to be determined.

Knitter continued her report reviewing the Natural Resource – Project Updates:

Completed this month:

- Management of Landscape Maintenance Contract
- Hiring of Seasonal Staff
- Planting Trees at Village Greens
- Beginning pond treatments at Ide's East and Lake Harriet (website posting below)
In an effort to minimize their impact on the lake, the Woodridge Park District has begun treatments of aquatic weeds and algae at Lake Harriet. The treatments will include using a blend of enzymes and beneficial bacteria to remove nutrients from the water column and breakdown organic material at the bottom of the lake. The reduction in the depth of muck at the bottom of the lake will further reduce the amount of resources available for aquatic weed growth. Treatments will occur every other week and continue through October. While these treatments will not remove all aquatic weeds from the site, it will improve the aesthetics and biological health of the lake.
- Trail preparations for the Thrill on the Hill event including a mud area, hollow log and mowing.
- Holes in the natural area at Hawthorne Hill Woods leveled and will be seeded later this month
- Canada goose nest control is ongoing on the Lake Harriet Island, there have been some nests that started later than others. Nests were not observed at other parks.

Knitter concluded her report reviewing the Landscape Specialist - Project Updates:

Knitter stated the District's Landscape Specialist resigned from his position to take a position as a Landscape Specialist at the Tinley Park - Park District, the town he grew up in and currently resides. Daniel's last day with Woodridge Park District will be Friday, May 24, 2019. Staff will be reviewing the job description thoroughly before posting the job opening.

Completed this month:

- Community Center – Front of building plant additions, edged and mulched
- Cypress – 3 semis of mulch delivered and spread inside and outside of park, hedged, and pruned, started planting additions (88)
- Hiring of seasonal staff – Continue to interview seasonal employees, visited Bolingbrook high school for recruitment
- Forest Glen – Raised bed weeds removed with plant additions

- Sunnydale – Removed remaining mulch
- Village Greens Clubhouse cobble detail and landscape additions
- Annual Installations – Memorial Park and Cypress Cove
- Cypress - Plantings additions (105)

Golf Course

Golf Manager Brandon Evans began his report stating Village Greens hosted 1,755 rounds in April. While only twelve (12) fewer than last season, last April was also down significantly from our historical total. Measurable snow on two (2) weekends and rain throughout the month resulted in the cancellation of several leagues, a few outings, and the Illinois State Scramble Tournament. May is also off to a cold, wet beginning.

Evans noted our fairways continue to recover from the turf disease suffered last fall. While we are still not 100% recovered, we feel that we have enough turf coverage and germination in thin areas to begin to promote the quality of our course once again. We have started to post on Facebook and send emails to our database with pictures, thanking our loyal guests for sticking with us through the recovery. Staff will also create a series of incentives for people to try us out once again. Evans concluded his report reviewing various Social Media postings pertaining to Village Greens, including News and Happenings.

Recreation

Superintendent of Recreation Don Ritter began his report stating that staff will be coordinating the annual Kid's Dialogue program beginning May 15th at Meadowview School. Each year, staff visits with the 6th grade students at each of the six (6) elementary schools to discuss the programs and services offered by the Park District. The Village also sends a representative to talk about Village services.

Ritter mentioned the 33rd annual Road Rally event unfortunately was cancelled due to severe inclement weather. A total of 75 teams from surrounding Park Districts were registered to participate in the event.

Ritter noted the District's Annual Dance Recital will be held on Sunday, May 5th at Lisle High School. Two (2) shows and a variety of performances from Ballet, Tap, Jazz, and Hip Hop were held. It was a great success to see all the hard work the participants and the instructor Michelle Dawson put in over the past few months.

Ritter added the District's 3-year old Totschool students took a walking field trip to the Woodridge Public Library for a story time session filled with singing and movement. It was an enjoyable trip for both students and teachers. Teachers also ended the month with their spring student assessments. Teachers work one on one with each student to see how well they have progressed on various skills during the school year. Totschool graduation ceremonies for the 4-year olds will be held on May 24th at the Community Center.

Ritter stated the Golden Years received program funding assistance again this year from the Woodridge Rotary Club in the amount of \$1,000. The group also received a \$500 grant from the Village of Woodridge. A big thank you to both in supporting our program!

Ritter noted the Motion Explosion event was held on May 3rd at the Cypress Cove parking lot and despite the windy conditions and damp grounds, the event turned out to be another fun one for families.

Ritter stated the Daddy/Daughter Dance was a huge success! The twenty-one (21) couples had a great time enjoying food, a craft, and pictures along with plenty of dancing!

Ritter mentioned staff offered a new tumbling class at the ARC on Thursday evenings to accommodate working parents and to provide a more affordable option than local gymnastic centers. The current session has nine (9) participants.

Ritter added the Kidz Squad program is winding down and will conclude on May 31st with summer camps starting right up on June 3rd.

Ritter noted the first "Movie Under the Moon" event will be held on June 7th at Sunnydale Park. The first Concert-In-The-Park is scheduled for June 19th at Lake Harriet.

Ritter stated the Kids Thrill at the Hill special event will be held on May 19th at Hawthorne Hill Woods. Currently 110 participants registered compared to last year's total of 56 participants.

Ritter mentioned as part of the 2019-20 Capital Replacement budget, a 7' x 21' soccer goal (\$4,100) and a 6' x 18' (\$3,900) soccer goal were purchased to add to the programs inventory. The total including delivery and purchase of soccer nets was \$8,410. Delivery date is expected by May 22nd.

Ritter reviewed updated ARC Turf and Gym Rental Revenue compared to last year and budget, stating

- ARC Turf and Gym rentals are up \$82,948, which is a 60% increase comparing end of 2017-18 fiscal year vs. 2018-19 year end.
- ARC Turf and Gym rentals have exceeded what was budgeted by over \$70,000 in the 2018-19 fiscal year.

Ritter noted the Arc Fitness Memberships report is included in the Board packet for review.

Ritter concluded his report offering congratulations to the following employees:

- On May 20th, Julie Rhodes will be celebrating her 28th year with the Woodridge Park District.
- On May 24th, Jamie McAleer will be celebrating her 9th anniversary as one of our front desk Customer Service Coordinators. Jamie will also be retiring from the Park District on May 31st. We wish Jamie and her family the very best!

Aquatics

Assistant Superintendent of Recreation Julie Rhodes began the Aquatic report stating Renosys is scheduled to inspect and repair warranty issues with the pool liner the week of May 6, 2019.

Rhodes continued by reviewing the following information:

- Cypress Cove Aquatic Park opens Saturday, May 25th.
- Lifeguard training began on Wednesday, April 24th.
- General staff training begins the week of May 12th.
- Preseason cleaning with staff begins Thursday, May 9th.
- Swim Team begins practice on Tuesday, May 28th.

Rhodes updated the Board on Aquatic membership sales, financials and party/outing reservations booked to date.

Rhodes concluded her report reviewing an article written by Amanda Nichols for the PDRMA website

Parks

6.a. Superintendent of Parks & Operations John Karesh began his report with the 2019 Illinois Park & Recreation Agency (IPRA) Environmental Survey for Board Review. Karesh stated in accordance with the IAPD/IPRA Distinguished Accredited Agency (DPRA) program, agencies shall complete a comprehensive self-assessment to determine where they stand in regard to conservation of natural resources and the protection of the environment. The areas of focus include General, Administration & Finance, Facility Management and Maintenance, Fleet Management and Maintenance, Parks & Natural Resources Management. Planning & Open Space Preservation, and Programming.

Karesh noted in order to pass the DPRA standard, a minimum score of 50% is required. Staff is pleased to report that the District scored 87% which IPRA recognizes that the agency is doing a good job and to strategize areas for identified areas of improvement.

Karesh concluded per DPRA standards, the Board is to review the assessment survey every three years. No further action is required.

Karesh continued his report stating the Woodridge area received 5.5 inches of rain during the week of April 29th resulting in multiple locations being very wet and/or holding water. In the past thirty (30) days it has rained more than 9 inches. To date, the department has one seasonal staff member to assist in cutting the 550 acres a week of fine cut park mowing and open space within the District parks. The department is anticipating a majority of seasonal staff starting the week of May 20th.

Karesh noted the ball fields are open for the 2019 spring season. Currently, maintenance crews are dragging all fields three (3) times a week as weather permits and working on some in-house renovations to various fields such as adding ball mix & turface to the infields. Once again one employee is currently onboard to maintain Janes Park and Orchard ball fields. This has proven to be the most efficient maintenance practice.

Karesh added staff is regularly lining soccer fields & foul lines once a week. This process takes approximately a day to complete.

Karesh stated the garden plots have been roto tilled, staked and numbered for the 2019 season. There are 72 plots measuring 20 x 30 feet. All gardeners will be issued a key to enter the garden plot area. Keeping the gate locked will minimize the amount of debris being dumped at this site. Crews will once again be collecting rain water in a 250 gallon tank on site so the gardeners have access to water. If not enough rain is collected the staff will refill the tank.

Karesh mentioned work has begun on Hobson Splash Pad. Work includes the reassembly of the plumbing that was removed and or winterized, & installation of the backflow preventer.

Karesh added park drinking fountains have been put back together and the water is turned on with the exception of Echo Point Park. The Village's meter for this site failed resulting in a leak out of the top of the meter. Staff is working with the Village to get a new meter installed.

Karesh concluded his report offering congratulations to Robert Harry who celebrated his 29th anniversary of service on May 1st.

Marketing

Marketing & PR Manager Megan Pettit began her report reviewing the following information was posted on Facebook, Media and Web Promotions:

- WSA Early Bird Registration
- Cypress Cove Preseason Pass Sales
- Motion Explosion
- Summer Camp
- April ARC Fitness membership promotion

Pettit stated the Recreation staff is in the process of entering fall programs into Active and design on the 1st draft will begin on May 16th. Starting with the fall guide, staff will begin using an online editing software called "Go Proof" to proof the activity guides. Several other park districts use it and provided a lot of positive feedback after implementing it. This process will give each supervisor 3-days to review every draft versus the half day to review when routing paper versions at both facilities.

Pettit mentioned the Marketing staff designed and ordered “I Heart Woodridge” t-shirts for Park District and Village staff. We are encouraging staff to wear it to community events, specifically Jubilee.

Pettit noted advertisements for the ARC and Cypress Cove are currently running on the large digital marquee located on the intersection of Janes & Boughton Road in Bolingbrook. We will continue to run ads for three (3) months and the ads will change each month.

Pettit mentioned the Marketing staff implemented a plan to promote Adventure Camp and Trek & Travel Camp to include: banners at Forest Glen and Hobson parks, a digital flyer to School District 68 schools, targeted emails, digital ads on all facility screens, marquee slides, flyers at Motion Explosion and for KIDZ Squad participants and posters at all facilities.

Pettit concluded her report stating the Marketing staff designed and oversaw installations of three wall wraps at the Community Center. A new picture collage wall wrap was installed under the front counter and two logo wall wraps were installed upstairs and downstairs. Staff members have watched many families take pics in front of these “selfie walls” in the last few weeks!

Administration

ADS: Consolidation of Fire Alarm & Burglar Alarm Monitoring & Testing Services

Executive Director Mike Adams began the report stating over the course of the last ten (10) years, the Park District has worked with at least three (3) different vendors for providing fire alarm testing, fire alarm monitoring and burglar monitoring for its five (5) facilities: the Fred C. Hohnke Community Center, Cypress Cove, the ARC, Village Greens Clubhouse and the Maintenance facility. Working with different vendors proved to be burdensome to manage as we had contracts expiring and auto renewing at all different times and years.

Adams noted in February staff decided to consolidate all its testing and monitoring services with ADS based on past performance and best pricing. Staff worked with them on visiting each location for a site survey. At the end of April the Executive Director signed individual contracts with ADS for the following services.

<u>Facility/Service</u>	<u>ADS Pricing</u>	<u>Past Pricing/Vendor</u>
Cypress Cove Fire Monitoring & Testing	\$77.92/month	\$90.25/month – Fox Valley Fire
Maintenance Monitoring & Testing	\$92.85/month	\$101.50/month - Fox Valley Fire
ARC Fire Monitoring & Testing	\$282.34/month	\$345/month – Various Vendors
Cypress Cove Burglar Monitoring	\$58.00*/month	\$86.43/month - Tyco
Community Center Fire & Burglar Monitoring & Testing	\$326.68	Service was already with ADS
Village Greens Fire & Burglar Monitoring & Testing	\$299.60/month	\$359.68/month – ADS for Burglar & Fire Monitoring & Fox Valley for Fire Testing

*Does not include one-time fee of \$1,968 for installing new panel

Adams concluded by combining all the services under ADS, the District was also able to put all the contracts under the same expiration date, April 2022. Additionally, instead of having the contracts auto renew every five (5) years as they did in the past, they will expire in three (3) years.

Safety Committee

Julie Rhodes stated that the May Safety Briefs were emailed to the staff on May 1, 2019.

Rhodes concluded her report by reviewing the Accident/Incident report from April 2019.

CONSENT AGENDA

MOTION by Coleman and seconded by Kranz to approve Consent Agenda items 1-2 for approval of minutes and Agenda Items 3 through 11 for Vendor Payment and Payroll Ratification for a total amount of \$1,492,502.64.

1. Regular Board Meeting Minutes.....	April 16, 2019
2. Executive Session Meeting Minutes	April 16, 2019
3. Vendor Payment & Payroll Ratification Report (4/12/19-5/16/19).....	\$1,492,502.64
4. A & W Auto Truck & Trailer, 2019 Bobcat Trailer Purchase, CRP #19-01pc, Payout #1 (Final).....	\$8,135.00
5. Builder's Land Inc.,- Maintenance Facility Interior Office Improvements, #18-04c, Payout #1 (22%).....	\$16,728.36
6. D & J Landscape, Inc., - 83 rd Street Park Development Project, CDP#18-03c01, Payout #4 (68%)	\$49,511.37
7. Living Waters Consultants, Inc., - Triangle Park – Eng. Services, CA#18-07pc, Payout #15 (92%)	\$4,700.00
8. MTI Distribution, 2019 Toro 5900 Large Area Mower Purchase, CRP #19-02c, Payout #1 (Final)	\$76,949.81
9. Reinders, Inc., Sand Trap Rake Replacement Project, Payout #1 (100%).....	\$18,724.00
10. V3 Companies, Ltd. – 83 rd Street Park – Eng. Services, CA #18-07pc, Payout #7 (95%).....	\$82.79
11. V3 Companies, Ltd. – Golf Course Storm Sewer Eng. Services, VGCA#19-01pc, Payout #2 (48%).....	\$6,906.25

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

AYES: Cohen, Coleman, Kranz, Venouziou,
NAYS: None
Absent: Mahoney
MOTION Carried.

EXECUTIVE DIRECTOR'S REPORT

1a. Executive Director Mike Adams began his report with an action item recommending the Board reapprove the Mission Statement and Strategic Goals for FYE2020.

Adams noted at the Budget Workshop, on April 6th and follow up discussion opportunities at the Regular Board Meeting on April 16th, staff presented for review and discussion the District's mission statement and strategic goals. No additional revisions are recommended by staff.

Staff recommended the Board reapprove the Mission Statement and Strategic Goals as presented.

MOTION by Coleman and seconded by Kranz to reapprove the Mission Statement and Strategic Goals as presented.

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1b. Adams continued his report seeking Board approval of the Annual Subgoals and Objectives for FY2019-2020.

Adams stated at the Board Workshop on April 6th and the Regular Board Meeting on April 16th, staff presented for review and discussion the preliminary FYE2019 Annual Subgoals and Objectives proposed by staff. Annually, staff completes a comprehensive assessment process of all District provided services in order to identify issues, enhance service and determine unmet needs. The assessment process entails the review of all resources used throughout the year such as the 2017 Community Survey, program survey results, facility survey results, resident feedback, Village Town Meeting, Village Annual Survey, planning focus groups, mail@woodridgeparks.org, resident work requests, volunteer meetings, coaches dialogues, social networking sites, intergovernmental staff meetings as well as staff workshops. The information reviewed is then evaluated and created into subgoals and prioritized within the framework of the strategic goals.

Adams continued that no additional revisions were suggested by staff and recommended the Board approve the FYE2020 Annual Subgoals and Objectives as presented.

MOTION by Coleman and seconded by Venouziou to approve the FYE2020 Annual Subgoals and Objectives as presented.

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1c. Adams next item seeking Board approval was the FY2019-2020 Organization Chart Approval & Authorization to Hire New Employment Positions.

Adams stated staff discussed in detail proposed revisions to the Organizational Chart for FYE2019. One more change is recommended regarding the addition of PT1 positions under the supervision of the Natural Resource Manager and Landscape Specialist positions.

Staff recommended the Board approve the Organizational Chart for FYE2020 dated 05/21/19.

MOTION by Coleman and seconded by Kranz to approve the Organizational Chart for FYE2020 dated 5/21/19.

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1d. Adams next item seeking Board approval was changes to the annual Salary and Wage Scale for FY2019-2020.

Adams stated it is the District's practice to re-assess all Full Time salary ranges based on market data of agencies comparable to the Woodridge Park District every two (2) years (even years) or when a position is added or if a noted fluctuation in market warrants. Based on this practice, no revisions are necessary to the Full Time positions this fiscal year. It is important to note, that the salary range study is only used as a guideline. All current salaries are acceptable within the salary ranges identified.

Adams noted on the odd numbered years, the District re-assesses the part time/seasonal hourly rates. Based on the revised Illinois minimum wage increases, the new wages will impact District wages starting January 1, 2020 and again on July 1, 2020.

Adams added this year staff recommends approval of two separate wage ranges based on position. One wage range will be effective from May 1, 2019 to December 31, 2019 and the second will be effective from January 1, 2020 to April 30, 2020 reflecting the minimum wage increase starting January 1, 2020.

Staff recommended the Board approve the Salary and Wage Ranges as presented for FYE2020.

MOTION by Coleman and seconded by Venouziou to approve the Salary and Wage Ranges as presented for FYE2020.

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1.e. Adams continued with is next action item seeking Board approval, the FY2019-2020 Capital Development Program (CDP) Funding Plan Approval.

Adams stated at the Budget Workshop on April 6th and Regular Board Meeting on April 16th, the Board reviewed and discussed in detail (see *CDP Plan FYE2019-2023 in the Budget Manual*) the proposed funding plan to fund the following FYE2020 capital development priorities:

Capital Outlay Projects	
<i>83rd Street Park Development</i>	\$ 204,023
<i>ARC Soccer Field Fence (CF)</i>	\$ 60,000
<i>Community Center Remodel</i>	\$ 100,000
<i>Cypress Cove Filter Replacement (CF)</i>	\$ 182,950
<i>Hobson Corner Pickleball Courts (CF)</i>	\$ 30,000
<i>Ide's East NICOR Path (CF)</i>	\$ 50,000
<i>Ide's West Phase 2 (CF)</i>	\$ 149,857
<i>Jefferson JH Track & Field Project (CF)</i>	\$ 750,000
<i>Lake Carleton FitCourt</i>	\$ 224,000
<i>Lake Harriet (Phase 2)</i>	\$ 175,401
<i>Orchard Hill Baseball Netting (CF)</i>	\$ 75,000
<i>Town Centre Sled Hill</i>	\$ 50,000
<i>Town Centre Parking (Phase 1)</i>	\$ 75,000
<i>Timbers Edge Park (CF)</i>	\$ 489,256
<i>Triangle Park Maintenance</i>	\$ 2,200
<i>Maintenance Facility Office Renovations (CF)</i>	\$ 102,000
<i>Miscellaneous Projects</i>	\$ 117,737

Adams noted the Board reviewed and discussed in detail (see *CRP Plan in the Budget Manual*) the proposed funding plan to fund the FYE2020 capital replacement projects/purchases. Below is a list of notable projects:

Capital Replacements (New Purchase/Projects)

Notable Projects:

<i>Computer Network & PC Hardware / Copiers / Printers</i>	\$ 12,734
<i>Bus #110 Replacement</i>	\$ 90,000
<i>Dump Truck #134 Replacement</i>	\$ 56,500
<i>Ballfield Groomer</i>	\$ 15,111
<i>Mower #150 Replacement</i>	\$ 85,000
<i>Mower #156 Replacement</i>	\$ 34,115
<i>Park Sites</i>	
<i>Echo Point - Shelter Column Replacement/Picnic Tables</i>	\$ 23,946
<i>Forest Glen - Playground Replacement</i>	\$ 151,546
<i>Forest Glen - Tennis Court Recoloring</i>	\$ 23,493
<i>Jane Park - Basketball Court Recolor/In-line Court Striping</i>	\$ 17,683
<i>Lake Harriet - Path Asphalt Resurfacing</i>	\$ 52,842
<i>Miscellaneous</i>	\$ 34,701
<i>Miscellaneous Projects</i>	\$ 23,030

Adams stated the proposed funding plan will utilize a combination of corporate & CDP fund balance, grant proceeds, and limited general obligation bonds from the District's non-referendum bonding authority.

Staff recommended the Board approve the Capital Development and Capital Replacement Programs and Funding Plan for FYE2020 as presented.

MOTION by Kranz and seconded by Coleman to approve the Capital Development and Capital Replacement Programs and Funding Plan for FYE2020 as presented.

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1.f. Adams next item seeking Board approval was the FY2019-2020 Budget (Draft) Approval.

Adams noted at the Budget Workshop on April 6th and Regular Board Meeting on April 16th, the Board reviewed issues, goals, and objectives; Capital Development & Replacement Programs, levy extension, Capital Development Program funding scenario, and proposed preliminary FYE2020 budget highlighting material revisions by line item compared to previous year's budget.

Adams reviewed an itemized list of budget revisions since the April 6th Budget Workshop as discussed at the April 16th Board Meeting related to the approved merit pay guidelines.

Adams added a tentative budget and appropriations for FYE2019 has been created and will be made available to the public for 30 days in advance of the required public hearing scheduled for June 18, 2019.

Staff recommended Board approval of the Tentative Fiscal Year 2019-2020 Budget net of inter-fund transfers in the amount of \$17,395,890 as presented.

MOTION by Coleman and seconded by Venouziou to approve the Tentative Fiscal Year 2019-2020 Budget net of inter-fund transfers in the amount of \$17,395,890 as presented.

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

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1g. Adams next item seeking Board approval was the Tentative Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2019, and Ending April 30, 2020, Posting for Public Inspection for 30 Days.

Adams stated the combined annual budget and appropriation ordinance appropriates the monies that are necessary to cover the projected expenses and liabilities the District may incur in its next budget year. The appropriations serve as an upper limit on what may be spent during the current fiscal year. It is, in effect, a statement of the maximum amount that could conceivably be spent if sufficient funds were available. The appropriation for each budget line item typically exceeds the budgeted amount by 15% to ensure staff has some leeway in spending based on unforeseen expenses and/or

expenditure fluctuations. Some items may exceed the 15% based on unknown volatility of the certain budget items (e.g. legal services, utilities, etc.).

Adams added per State statutes the District is required to approve a budget and appropriations ordinance within the first quarter of the fiscal year. A tentative budget and appropriation ordinance for fiscal year beginning May 1, 2019 and ending April 30, 2020 must be made available for public inspection for at least 30 days prior to final action.

Adams mentioned the tentative ordinance will be made available beginning May 22, 2019 subsequent to Board consideration at the May 21st Board meeting. Prior to adoption of the ordinance, the Board must also hold a public hearing. Staff recommends holding the public hearing on June 18, 2019 @ 6:30 p.m. (Regular June Board Meeting).

Adams noted since, there are not 30 days between the May and June Board meetings this year, so officiation adoption of the ordinance will have to be scheduled for the July 16th Board Meeting.

Adams stated the notice for the public hearing is scheduled to be published May 29, 2019 in the Bugle newspaper as required per state statute. A copy of the B&A ordinance will be posted on the District website for 30 days.

Staff recommended the Board approve the availability of the Tentative Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2019, and Ending April 30, 2020 for public inspection for 30 days beginning May 22, 2019.

MOTION by Coleman and seconded by Venouziou to approve the availability of the Tentative Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning May 1, 2019, and Ending April 30, 2020 for public inspection for 30 days beginning May 22, 2019.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

1.h. Adams next action item sought Board approval of Resolution No. 19-4, A Resolution Commemorating Park Commissioner Fred C. Hohnke's Thirty Years of Dedicated Service to the Woodridge Park District & Naming of the Community Center as the "Fred C. Hohnke Community Center".

Adams stated Resolution 19-4 was read aloud at the gathering held on April 26, 2019 to officially dedicate and name the Community Center at 2600 Center Drive, Woodridge, IL the "Fred C. Hohnke Community Center".

Adams added approximately 170+/- guests attended the celebration. President Hohnke was genuinely surprised and very appreciative of the special honor.

MOTION by Coleman and seconded by Venouziou to approve Resolution No. 19-4, A Resolution Commemorating Park Commissioner Fred C. Hohnke's Thirty Years of Dedicated Service to the Woodridge Park District & Naming of the Community Center as the "Fred C. Hohnke Community Center".

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

1.i. Adams next item sought Board approval of Resolution No. 19-7, A Resolution Designating A Depository for Funds in Custody of the Woodridge Park District and Authorizing Certain Investments from Time to Time.

Adams stated due to the change in Officer positions of the Board of Park Commissioners it is necessary for the Board to adopt a resolution to reauthorize certain officials to manage certain investments of the District.

MOTION by Kranz and seconded by Coleman to approve Resolution No. 19-7, a Resolution Designating a Depository for Funds in Custody of the Woodridge Park District and Authorizing Certain Investments from Time and Time.

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1.j. Adams continued with his next action item seeking Board approval of Resolution No. 19-8, A Resolution Approving an Intergovernmental Agreement (IGA) Between the Village of Woodridge, the Woodridge Public Library, the Woodridge Park District, and Woodridge School District 68 (Town Centre Parking Lot Addition).

Adams stated in order to develop the proposed Town Centre sled hill in conjunction with the planned Woodridge School District #68's Jefferson Junior High Athletic Facility (Track & Synthetic Athletic Field), the Village required additional parking to offset potential increase in parking demand. To minimize costs, the Village, Library, SD#68 and WPD recommended partnering together to build and maintain the proposed parking lot addition. The Library will not share in the initial construction costs but is included since a portion of the project is located on library property.

Adams noted the Village will take the lead with engineering, design and construction. Expenses will be equally split between the four agencies ("Parties"). The Village accepted responsibility for routine maintenance (e.g. restriping, snow plowing, minor repairs, etc.), and future resurfacing and/or major repairs will be shared between the Parties. The Village's preliminary estimated cost to complete the project is \$225,000 (\$75,000 / agency).

Adams added the Park District's share of the costs is budgeted in the FYE2020 Capital Development Program. The Parties have reviewed the 'Draft' agreement to include the District's legal counsel and find the terms acceptable.

Staff recommended the Board approve Resolution No. 19-8, A Resolution Approving an Intergovernmental Agreement (IGA) Between the Village of Woodridge, the Woodridge Public Library, the Woodridge Park District, and Woodridge School District 68 (Town Centre Parking Lot Addition).

MOTION by Coleman and seconded by Venouziou to approve Resolution No. 19-8, A Resolution Approving an Intergovernmental Agreement (IGA) Between the Village of Woodridge, the Woodridge Public Library, the Woodridge Park District, and Woodridge School District 68 (Town Centre Parking Lot Addition).

AYES: Cohen, Coleman, Kranz, Venouziou
NAYS: None
Absent: Mahoney
MOTION CARRIED.

1.k. Adams next action item sought Board approval of Resolution No. 19-9, A Resolution Approving the Third Amendment to an Intergovernmental Agreement (IGA) Between the Village of Woodridge and the Woodridge Park District in regard to the Construction of a Sled Hill.

Adams state the Village and District have been cooperating together the past year to finalize details for the construction of a Sled Hill at the Town Centre property, which is a recreational amenity approved in the Town Centre master plan.

Adams noted the proposed negotiated terms with the Village, is for the District to take on the full responsibility for the design, construction, maintenance and liability for the sled hill. Having a single agency responsible was recommended by

the District's risk management legal counsel and since the District offered to be responsible for the engineering, construction, and maintenance of the sled hill, it is appropriate for the District to take on that liability.

Adams added to prepare and sequence the necessary steps for the Sled Hill development, the Park approved at the April Regular Board Meeting a Donation Agreement with Earthwerks to construct the Sled Hill at no cost to the District.

Adams stated the next logical step is to approve an amendment to the existing Town Centre IGA.

Staff recommended the Board approve Resolution No. 19-9, A Resolution Approving the Third Amendment to an Intergovernmental Agreement (IGA) Between the Village of Woodridge and the Woodridge Park District in regard to the Construction of a Sled Hill.

MOTION by Coleman and seconded by Kranz to approve Resolution No. 19-9, A Resolution Approving the Third Amendment to an Intergovernmental Agreement (IGA) Between the Village of Woodridge and the Woodridge Park District in regard to the Construction of a Sled Hill.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

1.l. Adams next action item sought Board approval of Resolution No. 19-10, A Resolution Approving an Intergovernmental Agreement (IGA) Between the Village of Woodridge and the Woodridge Park District (Jubilee Special Event Operating Agreement).

Adams stated staff created an IGA to memorialize in writing current operations and responsibilities of the Parties. A Draft was presented to the Village for review and comment.

Staff recommended the Board approve Resolution No. 19-10, A Resolution Approving an Intergovernmental Agreement (IGA) Between the Village of Woodridge and the Woodridge Park District (Jubilee Special Event Operating Agreement) pending final attorney approval.

MOTION by Coleman and seconded by Venouziou to approve No. 19-10, A Resolution Approving an Intergovernmental Agreement (IGA) Between the Village of Woodridge and the Woodridge Park District (Jubilee Special Event Operating Agreement) pending final attorney approval.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

1.m. Adams next action item seeking approval was Resolution No. 19-11, A Resolution Approving a Commonwealth Edison Company Recreational Lease Agreement.

Adams stated the previous 1997 Recreational Lease Agreement with ComEd expired in 2017 for the use of ComEd property that extends from 71st Street (adjacent to Castaldo Park) to 63rd Street Park (@ Prentiss Creek) for the existing bike path and disc golf course. The District staff, with consult by District & PDRMA legal counsel, has been negotiating the terms and conditions since the previous agreement expired in October 2017. ComEd has recently approved the terms acceptable to the District, which will avoid the District having to obtain a Supplemental Liability Insurance Policy (SLIP).

Staff recommended the Board approve Resolution No. 19-11, A Resolution Approving a Commonwealth Edison Company Recreational Lease Agreement.

MOTION by Coleman and seconded by Kranz to approve Resolution No. 19-11, A Resolution Approving a Commonwealth Edison Company Recreational Lease Agreement.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

1.n. Adams next action item seeking Board approval was Resolution No. 19-12, A Resolution Approving a Commonwealth Edison Company Temporary License Agreement.

Adams stated the District and 3rd Party renters of Castaldo Park (Woodridge Special Events Committee for July 4th Picnic and St. Scholastica for Parish Picnic) have used the ComEd property for overflow parking since the July 4th picnic has been held at the park.

Adams noted recently ComEd required the District enter into a temporary license agreement to permit such use by the 3rd party renters. ComEd would allow the parking on ComEd property only if the District entered into the agreement and would not consider an agreement directly between ComEd and the 3rd party renter(s). Initial language was unacceptable by the District related to indemnification and insurance requirements. However, after lengthy negotiations, ComEd did approve necessary revisions acceptable to the District and legal counsel.

Adams added, if the District uses the ComEd property for its own events (e.g. Indian Summer Fest), based on the approved terms, the District will not have to obtain a Supplemental Liability Insurance Policy (SLIP).

Staff recommended the Board approve Resolution No. 19-12, A Resolution Approving a Commonwealth Edison Company Temporary License Agreement.

MOTION by Coleman and seconded by Kranz to approve Resolution No. 19-12, A Resolution Approving a Commonwealth Edison Company Temporary License Agreement.

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

1.o. Adams final action item seeking Board approval was Ordinance No. 19-8, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies and Procedures Manual & Job Description Manual (8.3.34 Part time (Seasonal) Maintenance Staff & 8.3.40.2.5 Camp Counselor).

Adams stated staff recommended approving the following job description revisions to lower the minimum age to increase the pool of candidates for hiring purposes: 8.3.17 Maintenance-Landscape Specialist, 8.3.34 Part time (Seasonal) Maintenance Staff, 8.3.40.2.5 Camp Counselor, 8.3.40.4.5. Seasonal Maintenance Support Staff.

Adams continued stating in order to drive the District's dump trucks, employees must per IDOL requirements possess a Class "C" commercial driver's license. Since, this fleet vehicle assigned to the Maintenance-Natural Resource Manager position is a dump truck of a certain gross motor vehicle weight, staff recommends revising the job description license requirement from Class "A" to "C".

Staff recommended the Board approve Ordinance No. 19-8, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies and Procedures Manual and Employee Job Description Manual (8.3.17 Maintenance-

Landscape Specialist, 8.3.34 Part time (Seasonal) Maintenance Staff & 8.3.40.2.5 Camp Counselor, 8.3.40.4.8 Maintenance-Natural Resource Manager).

MOTION by Coleman and seconded by Venouziou to approve Ordinance No. 19-8, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies and Procedures Manual and Employee Job Description Manual (8.3.17 Maintenance-Landscape Specialist, 8.3.34 Part time (Seasonal) Maintenance Staff & 8.3.40.2.5 Camp Counselor, 8.3.40.4.8 Maintenance-Natural Resource Manager).

AYES: Cohen, Coleman, Kranz, Venouziou

NAYS: None

Absent: Mahoney

MOTION CARRIED.

Mike Adams continued his report reviewing the following information:

2.a. IGA Cooperation Agreement Regarding Recreational Use Between Woodridge School District 68 and Woodridge Park District (Jefferson Athletic Facility) Status

Adams stated the Park District previously approved the IGA at the October 9, 2018 regular board meeting. School District (SD#68) postponed approving until the bids/contracts were approved for the Jefferson Athletic Facility (outdoor running track, synthetic turf field and baseball/softball field relocation). SD#68 approved the project at their 5/13/19 board meeting and subsequently approved the IGA. The project is commence ASAP.

2.b. American Red Cross Disaster Shelter or Service Delivery Site - Facility Use Agreement

Adams stated the American Red Cross in conjunction with the Woodridge Police Department's recommendation is considering the ARC as a Disaster Shelter or Service Delivery Site for the Woodridge area in times of disaster. Red Cross is trying to schedule a tour of the ARC to determine if it's suitable or not. If so, and the District is willing to partner with Red Cross and the Police Department, a Facility Use Agreement would be in order. Staff will keep the board informed as additional information becomes available.

2.c. FYE2019 Goals & Objectives, 4th Quarter (Final) Update

Adams noted included in the Board packet is the final status of FYE2019 goals and objectives. Uncompleted Goals and objectives that were identified to be completed were carry forward to FYE2020.

2019-2021 Waste & Recycling Dumpster Rental & Disposal Services, MSP#19-02c

Adams stated as authorized by the Board at the April meeting, staff negotiated pricing for bid line items 3.b. through 4.c. for temporary dumpster use based on cubic yard size. Staff was successful in decreasing the unit pricing as follows: from \$340 to \$205 (2019-2020), from \$360 to 217 (Optional 2020-2021), and from \$382 to \$230 (Optional 2021 to 2022).

Woodridge Athletic Association (WAA) 'Draft' Affiliate Agreement

Adams noted to date, WAA has not responded back with comments due to priority in coordinating this season's baseball season start.

Revenue Opportunities through Corporate Partnership

Adams concluded his report stating due to other priorities, this concept is on tentative hold.

COMMITTEE REPORTS

SEASPAR – Adams noted the FY2019-2020 Budget is included in the Board packet for review. No action was required.

JUBILEE – Rhodes stated the Jubilee is one month away. Rhodes also noted the event will have two (2) special craft beers created to help celebrate our Anniversary and all beers will be cans this year, no taps (more cost effective).

PDRMA – Adams stated the Membership Assembly Meeting is May 23rd.

EX-OFFICIO REPORT

1. Plan Commission– Adams noted the Village Development report is included in Board packet for review.
2. Chamber of Commerce – Adams noted Commissioner Kranz will be attending these meetings.
3. Affiliated Athletic Associations – No Report.

*OLD BUSINESS

Agenda item discussed after Public Participation agenda item.

NEW BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Coleman and seconded by Kranz to adjourn the meeting at 9:03 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Jack Mahoney, Secretary