

WOODRIDGE PARK DISTRICT  
Special Board Meeting  
Capital Asset Planning Workshop  
March 3, 2020



President Cohen called the Special 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, Kranz, Mahoney and Venouziou. Absent: Commissioner Coleman. Staff present: Adams, Bordewick, Knitter, and Ritter.

Public Participation: None

#### Capital Asset Planning Workshop

Adams deferred to the Superintendent of Planning & Development Jenny Knitter to review capital replacement projects, capital development projects, ADA Transition Improvements and an overview of a capital assessment prioritization process.

Capital Replacement Project Needs – Knitter reviewed the assessments of current park conditions and identified existing conditions that need attention resulting in a capital replacement project. The purpose of identifying these projects is to show the Board, staff's priority of taking care of existing parks before we develop new ones. Budgets shown reflect costs identified in the existing or future Capital Replacement Plan and Budgets.

Adams next reviewed preliminary projected funds available in the Capital Development Fund for the next three years, to give perspective in prioritizing capital projects. He stated, a consensus is warranted with respects to developing or not developing the initial phase(s) of the Town Centre property, in that, if the consensus was to focus on Town Centre development over the next three years, the District would not be able to fund other potential priority capital development projects.

Capital Projects in Progress – Knitter reviewed the existing capital projects that are currently under contract to begin. Many of these projects are on hold due to permitting delays or weather conditions. Knitter identified these projects to relay to the Board the amount of projects that are currently being managed by staff. Budgets shown are reflected in the current Capital Development Plan and Budgets.

Future Capital Development Projects to be Considered – Knitter and Bordewick reviewed each capital project by park site to educate the Board on the size and scope of each potential project. Knitter stated budgets presented are ball-park estimates at this time and are likely to be revised once final design and engineering is initiated. Staff identified that a future on-line prioritization exercise would be conducted to ask for Board and Staff input regarding the projects reviewed in this section only.

ADA Transition Plan Improvements – Knitter reviewed existing park conditions that were identified in the Park District's ADA Transition Plan as future projects that would allow for better accessibility throughout various park sites. Costs shown would be funded through the Special Recreation Fund as ADA Capital Development projects.

Planning Workload Summary – Knitter reviewed the Planning, Development and Natural Resource Management (PDNRM) Department diversity and quantity of projects and work tasks Staff performs. Knitter informed the Board of the steps and time commitment to properly plan and develop a capital project. Further, she reviewed the upcoming PDNRM tasks expected to be conducted by FYE 2021.

Capital Development Project Prioritization Exercise – Knitter informed the Board the next steps for both Board and Staff is to participate in an electronic survey. The survey will identify only the future Capital Development Projects to be considered and require their ranking of high (1-4 years), medium (5-10 years), or low importance (11+ years). Once that information is compiled, staff will only take those projects rated as of high importance and ask for Board and

Staff to then identify the most important projects from the list of highly rated projects. Knitter stated the survey will be sent out this month.

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Kranz to adjourn the meeting at 8:30 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jack C. Mahoney".

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Jack Mahoney, Secretary