

WOODRIDGE PARK DISTRICT
Regular Board Meeting
January 18, 2022



President Cohen 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, Kranz, Mahoney, Venouziou. Absent: Coleman; Staff present: Adams, Knitter, Ritter, Romano, Webber, Ravasio

Public in attendance:

- Gavin Parr, President, Roadrunners Soccer Club, 5445 Ranier Drive, Lisle, IL 60532
- Taylor Waspi, Co-Director of Coaching, Roadrunners Soccer Club, 3s019 Williams Road, Warrenville, IL 60555
- Jared Appel, Co-Director of Coaching and Technical Director, Roadrunners Soccer Club, 503 Parkview Lane, Lockport, IL 60441
- Don Renner, Treasurer, Roadrunners Soccer Club, 1304 Maple Avenue, Downers Grove, IL 60515
- Lisa Forst, Administration, Roadrunners Soccer Club, via Zoom
- Bill Yunker, 1540 Talcott Road, Woodridge, IL 60517

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC HEARING

A Public Hearing concerning the approval of the Budget & Appropriations Ordinance for the Budget Year beginning January 1, 2021 and ending December 31, 2021 was called to order at 6:31 p.m.

President Cohen announced the first agenda item for the Board is a public hearing to receive public comments on the preliminary Budget & Appropriations of the Woodridge Park District for the Budget Year beginning January 1, 2022 and ending December 31, 2022.

President Cohen then asked Chris Webber, Superintendent of Finance, Personnel & IT, to review changes made to the budget since the November 16th, 2021 Budget Workshop.

Webber highlighted the changes made to the two major funds, 01 and 02 and to the Capital Replacement Program. He ended his summary noting that the changes made did not affect the bottom line of the budget as the changes were offset by excess funds from the General Fund. Webber then asked the Board if there were any questions – there were none.

President Cohen stated persons desiring to be heard will have an opportunity to present written or oral testimony. He noted that there was no comment from the public that was present and asked Executive Director Adams if there was any written testimony submitted, who responded there was not.

President Cohen asked the Board of Commissioners if they had any additional comments. There were none. He then stated there was no written or oral testimony submitted concerning the proposal to adopt the budget and appropriations ordinance.

There being no additional oral testimony, there was a MOTION by Mahoney and seconded by Kranz to adjourn the Public Hearing.

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

AYES: Mahoney, Kranz, Venouziou and Cohen,
NAYS: None
ABSENT: Coleman

MOTION CARRIED.

PUBLIC PARTICIPATION

President Cohen provided an opportunity for public participation. There being none regarding general District matters, President Cohen deferred to Superintendent of Recreation Don Ritter to provide an update regarding the youth travel soccer Requests-for-Proposals (RFP). Ritter noted Commissioner Venouziou, Staff Adams, Ritter and Peboontom, along with the Woodridge Soccer Association Board members, reviewed four RFPs that were returned from local youth travel soccer organizations, in regards to forming a potential partnership and/or provide youth travel soccer program for the Woodridge community. From there, the committee met with two of the organizations to learn more about each club's philosophy, structure, by-laws and financials. Ritter said that based on these meetings the committee recommends pursuing a partnership with Roadrunners Soccer Club as the District's preferred travel club.

Ritter then introduced Gavin Parr, Taylor Waspi, Jared Appel, Don Renner and Lisa Forst of the Roadrunners Soccer Club. During their presentation they shared that they are a no-cut club, offer competitive soccer programs for kids and young adults of every playing level and ability aged 4 – 23 and that are heavily involved in the local communities. Other topics addressed included:

- Club philosophy
- Tryout process
- Club membership numbers
- Plans for assisting the District's in-house soccer program
- Marketing plan and strategies

At the end of the presentation Roadrunners president Gavin Parr asked if there were any questions – there were none.

Executive Director Adams explained next steps to the Board, which includes developing and executing an affiliate agreement that will be brought to the Board for approval. The Board and Staff thanked the Roadrunners SC representatives for taking the time and effort to share their organization and proposal.

PRESIDENT'S REPORT

President Cohen opened his report sharing there were no Staff milestone anniversaries this month then shared that the annual IAPD/IPRA "Soaring to New Heights" Conference is scheduled for January 27th – 29th in Chicago.

Executive Director Adams then shared with the Board that the previous scheduled Board/Staff gathering postponed due to Covid is tentatively rescheduled for May 21st to have a picnic for Commissioners, Staff and their families.

STAFF REPORTS

Finance

Superintendent of IT, Finance & HR Chris Webber opened his report sharing that the District's year-end payroll/IRS reporting was completed by January 5th. Staff received the employee W2 forms as well as vendor 1099s. Full-time and part-time staff currently employed will be given their W2 in person and the rest, as well as the 1099 forms, have already been mailed which more than meets the January 31st IRS deadline.

Webber reported that the District recently upgraded its accounting server, citing the upgrade was necessary for security reasons as well in order to add the additional computer modules included in the 2022 Budget. He then shared that HR staff is preparing for a virtual job fair later this month as well as an in-person fair in March to try and aid in the seasonal hiring process. He said Covid cases have been on the rise at the District like everywhere else as ten Staff members have tested positive during and after the Holiday timeframe.

Webber closed his report sharing that the Executive Director's Report will include information regarding changes to existing job descriptions as well as new job descriptions for review.

Parks, Planning & Development

2.a. Director of Parks, Planning & Development Jenny Knitter opened the report with her first action item, seeking authorization to bid 2022 Capital Improvement Program (CRP/CDP) Spring/Summer Projects.

Knitter said that in an effort to expedite bidding FY2022 proposed budgeted capital improvement projects, Staff requests authorization to bid the following projects:

- Nicor Easement Bikeway Connector Development Project, CDP #22-01c: The proposed 10' wide, approximately 1,000' long bikeway connector will link Ide's Grove West Park and its neighbors to the Southern DuPage Regional Trail System via Ide's Grove East Park and Dunham Rd. Staff is targeting a development timeline that would have the bikeway connector open for public use early this summer.
- 2022 Asphalt Resurfacing Projects, CRP #22-02c: The proposed capital replacement work includes asphalt resurfacing work at the following sites: Castaldo Path, FHCC Parking Lot, Lake Carleton North Path, Echo Parking Lot, Falconridge, Ide's East Path - (Paver), Audobon Path, Maintenance Island repaving and repaving paths from 83rd Street to the Cypress Cove entrance.
- 2022 Asphalt Resealing Projects, CRP #22-03c: The proposed capital replacement work includes asphalt resealing work at the following sites: Castaldo Parking Lot, Forest Glen, Hobson, Ide's East, Mendingwall, Hawthorne Hill Woods, Janeswood to small bridge, Com Ed 63-71st, Orchard Hill Baseball (crack and line) and soccer field path, 63rd street path, Summerhill, Sunnysdale parking lot and path, and Windy Point Park.
- Hawthorne Hill Woods: Land Bridge Replacement and Path Development Project, CDP #22-02c - The proposed project includes replacement of the north washed out north land bridge (culvert) and replacement of south land bridge along the gravel drive in addition to the development of a 10' wide asphalt path to extend through the woodlands and connect to the east asphalt bike path along Woodridge Drive.
- 2022 Landscape Tree Plantings Project, MSP #22-05c: The proposed project includes purchase, delivery, installation and watering of 84 trees covered as insurable replacement lost in the 2021 Tornado.
- FHCC Recommissioning Execution Project - BAS system & HVAC Dampers Replacement Project – MSP# 22-06c: This proposed project includes the replacement of the existing BAS system and completion of any unfinished scope of work as recommended in the 2021 FHCC Building Commissioning Report.
- Maintenance Facility - Wood Fence Replacement Project, CRP #22-04c: This project scope includes the replacement of the existing wood fence with vinyl coated fencing with privacy slats for a clean and long-term solution requiring minimal maintenance.

Staff requested authorization to bid the proposed 2022 Capital Improvement Projects (CRP/CDP) Projects as listed under Agenda E.2.a.1-7, pending final approval of the 2022FYE Woodridge Park District Budget.

MOTION by Mahoney and seconded by Kranz to authorize Staff to bid the proposed 2022 Capital Improvement Projects (CRP/CDP) Projects as listed under Agenda E.2.a.1-7, pending final approval of the 2022FYE Woodridge Park District Budget.

President asked for clarification if the Staff is just asking for authorization to bid. Knitter confirmed that is correct.

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

AYES: Mahoney, Kranz, Venouziou and Cohen

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

2.b. Agenda item E.2.b, authorization to bid the 2022 Landscape Tree Plantings Project, MSP #22-05c, was not discussed as it was included within the previously discussed agenda item E.2.a.

2.c. Knitter moved on to her next action item, the Windy Point Park – Shelter Replacement Project, MSP #21-17c.

Knitter reminded the Board that this project was previously presented for Board consideration at the December 2021 Park Board Meeting. At that time, Executive Director Adams informed the Board that he had received a letter from a local union representative indicating the Hacienda Landscape, the low-qualified bidder, was in violation of adhering to payment of its employees to comply with the prevailing wage act. As a result, the Board deferred action until Staff could investigate further with the Illinois Department of Labor (IDOL) related to any prevailing wage violations on record with IDOL. IDOL indicated that the first, second and fourth lowest bidding contractors were all found to have records of first violations with IDOL, the third lowest bidding contractor, E. Hoffman, Inc., had a settlement agreement; however, none of the bidders have been debarred from performing public work projects by the State of Illinois.

Knitter also noted that Staff also consulted with the District's attorney regarding the above information. It is legal counsel's opinion that a first violation is not basis for disqualification of a responsible bidder. Lastly, Staff reached out to PDRMA to inform them of the above information, as well. PDRMA indicated that they would reimburse based on the low qualified bidder and feel that a first violation does not preclude a contractor from being qualified. They also reiterated that the onus is on the contractor to pay prevailing wage in order to comply with the specified bid documents.

Based on the review of this information with IDOL and consult with the District's attorney and PDRMA, it is Staff's recommendation to proceed with the low qualified bidder, Hacienda Landscaping, Inc., since the contractor is not legally disbarred from working in the State of Illinois.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt. Bid #1</u>	<u>Alt. Bid #2</u>
Hacienda Landscaping, Inc.	\$ 108,809.00	\$ 1,700.00	\$ 7,100.00
D&J Landscape, Inc.	\$ 109,781.57	\$ 0.00	\$ 5,468.50
E. Hoffman, Inc.	\$ 116,374.50	(\$ 3,400.00)	\$ 3,200.00
Innovation Landscaping, Inc.	\$ 119,556.30	(\$ 900.00)	\$ 3,500.00
Schaefges Brothers, Inc.	\$ 156,400.00	(\$ 2,341.00)	(\$ 2000.00)

Staff recommended the Board consider accepting Hacienda Landscaping, Inc. as the low qualified bidder based on the contractor's base bid and approve a contract in the amount of \$ 108,809.00 for the Windy Point Park – Shelter Replacement Project, MSP #21-17c.

MOTION by Mahoney and seconded by Venouziou to accept Hacienda Landscaping, Inc. as the low qualified bidder based on the contractor's base bid and approve a contract in the amount of \$ 108,809.00 for the Windy Point Park – Shelter Replacement Project, MSP #21-17c.

President Cohen thanked Knitter and her Staff for the thorough research with IDOL.

Commissioner Mahoney asked if the Alternate work would be completed. Knitter said it would not.

Executive Director Adams shared that a union can make any claim against a non-union shop whether it's true or false, adding that it takes numerous violations to include a vetting process by IDOL to be debarred from performing public work projects by the State of Illinois.

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

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

Knitter then touched upon some of her informational items:

- Hawthorne Hill Woods Culvert Repair: Permit submittals are currently in the review process. US Army Corp of Engineers indicated that their review should be completed by the end of January. On January 11th, the Village of Woodridge provided engineering review comments that staff will address with a resubmittal ahead of bidding the project. The intention remains to issue the project for bid in early 2022 for construction to run throughout early fall 2022 with scheduled completion ahead of Haunted Forest Walk. Staff submitted reimbursement requests to PDRMA and continue awaiting payment of engineering fees related to the north bridge washout scope of work.
- High winds damaged trees at multiple sites including Orchard Hill, Boundary Hill Woods, Triangle, Seven Bridges and Lake Harriet. Staff promptly addressed the cleanup and pruning related to the wind damage.
- Staff began removing invasive species from natural areas at multiple sites including Triangle, Ides Grove East and Lake Harriet.
- Plowing/snow removal operations have been very minimal with the District receiving its first measurable snowfall on Saturday, January 2nd.
- With the first measurable snowfall and consistent cold temperatures, the Town Centre sled hill is open and being used. Staff is inspecting the sled hill daily for any hazards and ensuring all signage is in place.

Knitter closed her report discussing the JJH Outdoor Athletic Complex/Town Centre Sidewalk Connector, sharing that Staff reached out to the Village to see if they would be agreeable to defer construction of the proposed sidewalk extension indefinitely taking into account the lack evidence for need as well as the recent issue of the contractor's failure to install per the Donation Agreement with the Park District. She noted the Village previously required SD#68 to install the sidewalk connector along with the requirement to construct additional parking in the Town Centre as a condition of permitting the JJH Athletic Complex project.

Knitter said that both the School District and Park District Staff are of the opinion that the walkway will be used infrequently and therefore not justified to install at this point in time. The Village Trustees indicated their willingness to agree to the request by entering into a Memorandum of Understanding (MOU) as long as the Village would not be responsible for cost sharing for any future construction should it be determined that this particular section of sidewalk is warranted to be installed at a future date. The District staff will draft a MOU for future consideration.

President Cohen asked how the sled hill has been received by the community. Executive Director Adams shared that so far, the feedback has been positive, and he went out to the hill on opening day.

Knitter reported that Jefferson Junior High is very happy with the hill and are looking forward to adding the hill to its cross country course.

Golf Course

Executive Director Adams opened the golf report sharing that the golf course hosted 1,047 rounds in December to finish the year with 57,740 rounds played, adding that the course hosted 120,801 rounds the past two seasons, primarily due to the 60th Anniversary Membership offering. By comparison, the course hosted 130,656 rounds the previous four seasons combined before 2020.

Executive Director Adams shared Staff is preparing for a more normal 2022 prepping for leagues, tournaments and outings.

Aquatics & Recreation

4.a. Superintendent of Parks & Recreation Don Ritter opened the Aquatics & Recreation Report with his first action item, Youth Travel Soccer Club Proposal Update & Authorization to Negotiate an Affiliate Agreement.

Ritter briefly recapped the process the District went through to identify the appropriate club to serve as Woodridge's preferred youth travel soccer club and touched upon the Roadrunners presentation earlier in the meeting.

Executive Director Adams shared that the Roadrunners Soccer Club checked every box for what the District is looking for, most importantly their no-cut policy will allow all kids to play and they cater to all levels and abilities. He explained that the

affiliate agreement would specify player/rental fees & charges, facility/field and equipment use allocation rights, maintenance standards, residency requirements, indemnification/liability insurance provisions, statutory compliance, communication standards, and miscellaneous criteria and conditions.

Board discussion ensued addressing a variety of topics including field usage, proximity, fees & charges and residency determination.

Staff requested authorization to negotiate an Affiliate Agreement with Roadrunners Soccer Club to be submitted for future Board action.

MOTION by Venouziou and seconded by Mahoney to authorize Staff to negotiate an Affiliate Agreement with Roadrunners SC to be submitted for future Board action.

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

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

4.b. Ritter then discussed his next action item the Enclosed Flume Slide Pump & Motor Repair, AMSP #22-01pc.

Ritter reported that during the 2021 season, Staff started seeing rust in the main pool and plunge pool when water features were turned on. It has been a long ongoing investigation, but the source of the rust was finally determined (Ritter shared photos of the deterioration). The pump that operates the main pool's water features corroded internally causing chips of rust to enter the pool upon starting up the features. Aquatic Maintenance Staff obtained a proposal from ABC Mechanical LLC to pull the pump and rebuild the vertical turbine for \$5,655.

Staff recommends the Board accept ABC Mechanical LLC's proposal and approve a contract in the amount of \$5,655 for the Main Pool Feature Pump Repair Project, ASMP #22-01pc.

MOTION by Mahoney and seconded by Venouziou to accept ABC Mechanical LLC's proposal and approve a contract in the amount of \$5,655 for the Main Pool Feature Pump Repair Project, ASMP #22-01pc.

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

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

4.c. Ritter then discussed his last action item for the Enclosed Flume Slide Supply Line Leak Repair, AMSP #22-02pc.

Ritter shared that last season the enclosed flume slide was inoperable due to delays on parts to fix the pump and motor. Once fixed in September, the Aquatic Maintenance Supervisor ran the pump to test it and discovered a leak in the supply line to the slide. The supply line was scoped with a camera in the fall but due to the numerous bends in the supply line, the camera was unable to reach the location of the leak. The general location of the leak is known but will require digging to pin point to exact location. After contacting numerous contractors, the District received a proposal from ABC Mechanical LLC to dig and replace pipe fittings in the amount of \$10,250.

Staff recommended the Board accept ABC Mechanical LLC's proposal and approve a contract in the amount of \$10,250 for the Enclosed Flume Slide Supply Line Leak Repair Project, ASMP #22-02pc.

MOTION by Mahoney and seconded by Kranz to accept ABC Mechanical LLC's proposal and approve a contract in the amount of \$10,250 for the Enclosed Flume Slide Supply Line Leak Repair Project, ASMP #22-02pc.

Commissioner Mahoney asked if ABC will be finding the leak, or just repairing it. Executive Director Adams said they will both locate leak and repair it.

Commissioner Mahoney then asked if they know the exact location of the leak. Executive Director Adams said Staff knows the general idea of where the leak is based on site conditions and therefore ABC should be able to locate it in the general vicinity.

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

AYES: Mahoney, Kranz, Venouziou and Cohen

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

Ritter than moved on to his information items:

- Cypress Cove's New Year Pass Sale runs January 10th – 28th. A direct mail marketing piece was sent out mid-December as well as email marketing promotions. Season pass sales will be available online and in person at the ARC.
- In December, the Assistant Facility Technician position was altered to a full-time Aquatic Maintenance position. The position will be shared with the Parks Department during Cypress Cove's off-season.
- The Active Adult Crafting Club made and donated 1,939 individual items this past year to multiple charities. The Garden Club donated 1,103 pounds of produce to the West Suburban Food Pantry in 2021. Staff is busy securing sponsorships for Golden Years special events and matinee movies and has collected \$875 to date.
- EcoClean, the new janitorial cleaning service company, started at the FHCC on January 3rd and will clean every Monday through Friday evening. EcoClean is the current cleaning service used at the ARC. They will also be cleaning the maintenance office, bathrooms, and kitchen areas each Friday.

Ritter closed his report sharing that Assistant Superintendent of Recreation Julie Rhodes was recognized by the Village of Woodridge as part of the 2021 Community Recognition Award Program. Other individuals/organizations receiving recognition included Woodridge School District 68, West Suburban Community Pantry, St. Scholastica Staff, Liberty Tax Service, and Patti Coleman. The many volunteers who assisted in the tornado relief efforts were awarded the Mayor's Spirit Award.

Marketing & Community Engagement

Superintendent of Marketing & Community Engagement Megan Romano opened her report sharing that the Marketing & Community Engagement department prepped for the start of park rentals by updating the park rental manual, rental web page and Active software; including park rental information in the December e-newsletter and providing a training update to customer service staff. Park shelter reservations began on January 3rd.

Romano reported that in an effort to promote Cypress Cove and the New Year Sale, the marketing team designed, printed and mailed an oversized postcard to 7,847 households with children ages 2-12 in the 60516 and 60515 zip codes. Additional marketing to promote the sale includes emails, facility and digital signage, marquee and social media.

Romano closed her report sharing that the marketing department worked with the Parks, Planning & Development department to design and order rules and directional signage for the new sled hill. In order to let the public know about the opening of the hill, the Town Centre web page was updated with the sled hill rules, hours, etc. and marketing included an eNews article, social media and Rainout Line updates.

Safety

Executive Director Adams reported that this month's report includes the usual minor injuries associated with programs.

CONSENT AGENDA

MOTION by Mahoney and seconded by Venouziou to approve Consent Agenda Item #1 for the approval of the November 16, 2021 Executive Minutes, Item #2 for the approval of the December 21, 2021 Regular Board Meeting Minutes, Item #3 for the approval of the December 21, 2021 Executive Minutes and Agenda Items #4 through #7 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount \$686,591.61.

- 1. Executive Session Board Meeting MinutesNovember 16, 2021
- 2. Regular Board Meeting MinutesDecember 21, 2021
- 3. Executive Session Board Meeting MinutesDecember 21, 2021
- 4. Vendor Payment & Payroll Ratification Report (12/17/21 – 1/13/22)..... \$686,591.61
- 5. Game Time. – Tornado Recovery, Ide's Grove West Impression Swing Replacement – Payout #1, (Final) \$1,836.17
- 6. Krueger International, Inc., ARC Conference Rm. & Office Conversion Project - Furniture Purchase, CDP #21-01pc-01, Payouts #1 & #2 (Final) \$5,179.31
- 7. Living Waters Consultants, Inc., Hawthorne Hill Woods Culvert Rep.–Eng. Serv. CA #20-02pc, Payout #10 \$1,500.00

President Cohen requested a roll call approving consent agenda items #1 through #7.

Upon a roll being called:

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

EXECUTIVE DIRECTOR'S REPORT

G.1.a. Executive Director Adams opened his report with his first action item, approval of the Mission Statement, Strategic Goals and Core Values.

Executive Director Adams reminded the Board that at the Regular Board Meeting Budget Workshop held on November 16, 2021, Staff presented for review and discussion of the District's mission statement, long strategic agency goals and core values. No revisions were recommended based on the recent feedback obtained during the 2021 Strategic Planning process.

Staff recommended the Board re-approve the Woodridge Park District's Mission Statement, Long Term Strategic Agency Goals and Core Values.

MOTION by Venouziou and seconded by Mahoney to re-approve the Woodridge Park District's Mission Statement, Long Term Strategic Agency Goals and Core Values.

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

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

G.1.b. Executive Director Adams' next action item was the FY2022 Annual Sub-Goals & Objectives Approval.

Executive Director Adams shared that at the Budget Workshop held during the Regular Board Meeting on November 16, 2021, Staff presented for review and discussion the recommended FY2022 Annual Sub-goals and Objectives. Due to the impacts of Covid-19 on overall District operations and programs, many sub-goals were delayed. Staff recommended carrying forward the FY2021 sub-goals & objectives to FY2022 that includes goals created in response to the Strategic Planning process.

Staff recommended the Board approve the FY2022 Annual Sub-goals and Objectives as presented.

MOTION by Mahoney and seconded by Kranz to approve the FY2022 Annual Sub-goals and Objectives as presented.

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

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

G.1.c. Executive Director Adams' next action item was the FY2022 Organization Chart Approval.

Executive Director Adams reviewed the changes to the Organization Chart including terminating the "Assistant Superintendent of Recreation" position and reassign primary responsibilities; vacating the Accountant position and reassigning primary responsibilities between the Superintendent of Finance/HR/IT and the two existing Finance Assistants; transitioning the Aquatic Maintenance Supervisor responsibilities 100% to aquatics; transitioning the Assistant Facility Maintenance Technician previously assigned to Aquatics/ARC Facility to 100% ARC Facility; and replacing the Assistant Facility Maintenance Technician previously assigned to Aquatics/ARC to a new Aquatic Maintenance (Full-time) position assigned to Aquatics (67%) and Maintenance (33%).

Staff recommended the Board approve the organizational chart for FY2022 effective January 1, 2022.

MOTION by Mahoney and seconded by Venouziou to approve the FY2022 Annual Sub-goals and Objectives as presented.

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

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

G.1.d. Executive Director Adams' next action item was approval of the FY2022 Salary & Wage Scale

Executive Director Adams reported that Staff presented at the Board budget workshop the revised Salary Wage Scale based on the most up-to-date salary data provided by HRSource commissioned by the Illinois Park & Recreation Association.

Staff recommended the Board approve the FY2022 Salary & Wage Scale effective January 1, 2022.

MOTION by Mahoney and seconded by Venouziou to approve the FY2022 Salary & Wage Scale effective January 1, 2022.

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

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

G.1.e. Executive Director Adams' next action item was the FY2022 Capital Improvement Program (CIP) Funding Plan Approval.

Executive Director Adams briefly reviewed the CDP, CRP and ADA projects as well as projects related to Cypress Cove & Village Greens, and noted that a complete list of projects can be found in the budget manual. He added that the proposed funding plan will utilize a combination of General Fund levy, Corporate sub-fund and Recreation Fund reserve fund balances, SRA levy, revenue facility income, previous year CDP fund balance carryforward, grant proceeds, and limited general obligation bonds from the District's non-referendum bonding authority.

Staff recommended the Board approve the Capital Improvement Program (CIP) Funding Plan for FY2022 as presented.

MOTION by Mahoney and seconded by Kranz to approve the Capital Improvement Program (CIP) Funding Plan for FY2022 as presented.

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

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

G.1.f. Executive Director Adams' next action item was approval of Ordinance No. 22-1, An Ordinance providing for the issue of \$963,000 Taxable General Obligation Limited Tax Park Bonds, Series 2022, of the Woodridge Park District, DuPage and Will Counties, Illinois for the purpose of providing the revenue source for the payment of certain outstanding obligations of said Park District and for the payment of the expenses incident thereto, 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 said Park District.

Executive Director Adams reported that a public hearing was held at the January 21, 2020 Regular Board Meeting as required per the Bond Issuance Notification Act (BINA). The ordinance was prepared by Chapman and Cutler, Bond Council. He said the ordinance is required for approval now, in order to file with the Counties in time for the collection of the 2021 levy (FYE2022). The County specifically levies this amount per the approved ordinances up to the District's total annual non-referendum debt authority of \$1,378,260.

Staff recommended the Board approve Ordinance No. 22-1, An Ordinance providing for the issue of \$963,000 Taxable General Obligation Limited Tax Park Bonds, Series 2022, of the Woodridge Park District, DuPage and Will Counties, Illinois for the purpose of providing the revenue source for the payment of certain outstanding obligations of said Park District and for the payment of the expenses incident thereto, 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 said Park District.

MOTION by Venouziou and seconded by Mahoney to approve Ordinance No. 22-1, An Ordinance providing for the issue of \$963,000 Taxable General Obligation Limited Tax Park Bonds, Series 2022, of the Woodridge Park District, DuPage and Will Counties, Illinois for the purpose of providing the revenue source for the payment of certain outstanding obligations of said Park District and for the payment of the expenses incident thereto, 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 said Park District.

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

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

G.1.g. Executive Director Adams' next action item was approval of Ordinance No. 22-2, An Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022.

Executive Director Adams reported that 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.

Executive Director Adams said 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 January 1, 2022 and ending December 31, 2022 was made available for public inspection for at least 30 days prior to final action. Revisions to the tentative ordinance was presented by Superintendent of Finance, HR & IT during the public hearing.

Staff recommended the Board approve Ordinance No. 22-2, An Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022.

MOTION by Mahoney and seconded by Venouziou to approve Ordinance No. 22-2, An Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2022, and Ending December 31, 2022.

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

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

G.1.h. Executive Director Adams' next action item was approval of An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures and Job Descriptions Manuals (Policy VIII.6.6 Vacation Leave, New Job Descriptions: ADM 1.5 – Assistant Risk Manager, ADM 1.6 – FHCC Facility Manager, AQU 6.3 – Aquatics Maintenance (Full-Time).

Executive Director Adams said the Board approved revisions to the Vacation Leave Policy at the August 2021 regular board meeting that included increasing amount of vacation leave based on years of service as well as New fulltime employees may receive 50% vacation service credit for each year of full-time professional experience prior to employment with the District. To better clarify the application of the vacation credit staff created a chart to follow to avoid any potential confusion as the employee progresses over time. The following new Job Descriptions also need approval: ADM 1.5 – Assistant Risk Manager, ADM 1.6 – FHCC Facility Manager, AQU 6.3 – Aquatics Maintenance (Full-Time).

Staff recommended the Board approve Ordinance No. 22-3, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies and Procedures and Personnel Manuals (Policy VIII.6.6 Vacation Leave, New Job

Descriptions: ADM 1.5 – Assistant Risk Manager, ADM 1.6 – FHCC Facility Manager, AQU 6.3 – Aquatics Maintenance (Full-Time)).

MOTION by Mahoney and seconded by Kranz to approve Ordinance No. 22-3, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies and Procedures and Personnel Manuals (Policy VIII.6.6 Vacation Leave, New Job Descriptions: ADM 1.5 – Assistant Risk Manager, ADM 1.6 – FHCC Facility Manager, AQU 6.3 – Aquatics Maintenance (Full-Time)).

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

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

G.1.i. Executive Director Adams' final action item was approval of Resolution No. 22-1, A Resolution Authorizing Execution of an Intergovernmental Agreement as Amended between the Woodridge Park District and Woodridge School District 68 for the Cooperative Use and Maintenance of Buildings and Sites.

Executive Director Adams shared that as previously discussed, Woodridge School District #68 requested permission to install a sidewalk to access the Janes Avenue Parking Lot to the SD#68 Admin Office additional entrance of which a portion would be located on Park District property. The portion of the Park District property is not used for any recreational purposes. Staff reviewed the request with legal counsel and they recommended issuing a license as an amendment to the existing IGA.

Staff recommended the Board approve Resolution No. 22-1, A Resolution Authorizing Execution of an Intergovernmental Agreement as Amended between the Woodridge Park District and Woodridge School District 68 for the Cooperative Use and Maintenance of Buildings and Sites.

MOTION by Mahoney and seconded by Venouziou to approve Resolution No. 22-1, A Resolution Authorizing Execution of an Intergovernmental Agreement as Amended between the Woodridge Park District and Woodridge School District 68 for the Cooperative Use and Maintenance of Buildings and Sites.

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

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

Executive Director Adams then moved on to his informational items starting with the Illinois Department of Labor Adoption of Federal OSHA COVID-19 Emergency Temporary Standard. He said on January 7, 2022, the Illinois Department of Labor filed Peremptory Rules to adopt the Federal OSHA COVID-19 Vaccination and Testing Emergency Temporary Standard, as required by federal regulation and state statute. These Rules are effective immediately, but gave employers under the jurisdiction of Illinois OSHA until January 24 to begin to come into compliance. However, on January 13, 2022, the Supreme Court blocked the Biden administration's rule requiring larger businesses to ensure that workers are vaccinated against Covid-19 or wear masks and get tested weekly. He said Staff will continue to monitor the situation.

Executive Director Adams then said IAPD conducted a research survey which collected key metrics from member agencies to identify the scope of their services, facilities, open space, investment/spending and other financial information from the last fiscal year prior to the pandemic. He shared that the District compares quite well to other Districts and that a copy of the survey was included in the Board Report.

Executive Director Adams closed his report discussing the Commercial/Industrial Real Estate Assessment Appeals for Year 2020 & 2021 and Public Act 102-0519. He said the State recently approved Public Act 102-0519, which amended the Property Tax Extension Limitation Law ("PTELL") to add Section 18-233, which provides that the county treasurer shall certify, on or before November 15th, the amount of refunds paid by a taxing district from certificates of error, a court order in a tax valuation objection, or from a PTAB appeal in the preceding 12-month period. This amount will automatically be added to the subject taxing district's total extension for the following levy, commencing with the 2021 levy year. This adjustment to the taxing district's extension is automatic and does not impact the aggregate extension base for purposes of calculating the taxing district's limiting rate under PTELL. He said this legislation does not require the taxing district to levy for said amount; instead, it simply adds a dollar for dollar addition to the taxing district's extension for the amount of the refunds repaid in the preceding 12-month period.

COMMITTEE REPORTS

SEASPAR

Executive Director Adams shared that SEASPAR's annual report is included in the Board Report.

JUBILEE/OKTOBERFEST

No report

PDRMA

Staff continues to monitor any Covid related updates from PDRMA.

EX-OFFICIO REPORT

Plan Commission

The current report is included in the Board Report.

Chamber of Commerce

No report

Affiliated Athletic Associations

Ritter shared that he is meeting with the new president of WAA, Tom Lipp, on January 19th.

EXECUTIVE SESSION

At 8:20 p.m., MOTION by Mahoney and seconded by Venouziou to adjourn to Executive Session Section ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

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

AYES: Mahoney, Venouziou, Kranz and Cohen.

NAYS: None

ABSENT: Coleman

MOTION CARRIED

RECONVENE OPEN SESSION

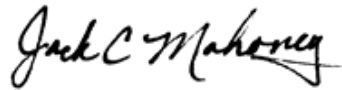
The Regular Board Meeting of January 18, 2022, reconvened at 8:30 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Mahoney, Venouziou, Kranz. Staff: Adams, Ritter, Webber

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Venouziou to adjourn the regular board meeting at 8:31 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.

A handwritten signature in black ink that reads "Jack C. Mahoney". The signature is written in a cursive style with a large, prominent "J" and "M".

Jack Mahoney, Secretary