

WOODRIDGE PARK DISTRICT
Regular Board Meeting
April 19, 2022



President Cohen called the Regular Meeting of the Board of Commissioners to order at 6:31 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Coleman, Kranz, Mahoney, Venouziou. Absent: None; Staff present: Adams, Knitter, Ritter, Romano, Webber, Evans, Ravasio.

Public in attendance:

- Bill Yunker, 1540 Talcott Road, Woodridge, IL 60517

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

President Cohen opened his report congratulating the following Village Greens Employees on their service anniversaries:

- 15 Years: Jennifer Stankiewicz, Pool Manager
- 5 Years: Jose Urias, Assistant Facility Maintenance Technician
- 5 years: Chris Webber, Superintendent of Finance, Personnel & IT

Executive Director Adams shared that over the past five years Webber played an integral part of the Leadership Team continually setting new benchmarks for the District including IGFOA Certificates of Achievement for Excellence in Financial Reporting for past five years and IGFOA Popular Annual Financial Reporting award for past three years, transitioning budget/financials from fiscal to calendar year, led the conversion of registration software from Class to ActiveNet, and coordinated the update of District's computer network system, amongst others.

Executive Director Adams then said that Jose Urias provides a high level of dedication to serve the ARC facility and District as a whole and is highly respected by his co-workers and is willing to do whatever is asked of him. Urias previously split time seasonally between Cypress Cove and the ARC, but recently, he's been repositioned as the full-time Assistant Facility Maintenance Technician at the ARC working evening hours.

President Cohen reported that IAPD informed members that the State approved the FY2024 budget which includes record funding for the Open Space, Land Acquisition and Development (OSLAD) grant program. The State budgeted \$56MM, which is approximately twice the amount of the previous year's funding.

President Cohen shared that the SEASPAR Achieve & Believe Annual Banquet, an annual event where SEASPAR honors their participants, staff and supporters, is scheduled for May 11th at the Sheraton in Lisle. Board members interested in attending should let Executive Director Adams know.

President Cohen closed his report reviewing an email the District received complimenting Golf Manager Brandon Evans on the work he does with SEASPAR and Special Olympics.

STAFF REPORTS

Finance

1.a Superintendent of IT, Finance & Personnel Chris Webber opened his report with his only action, approval of the Employee Referral Bonus Program.

Webber noted that the last few years have been extremely difficult in terms of hiring and then retaining employees, specifically, part-time and seasonal staff. The market place has dictated that the District raise wages however competition is intense and we have had to find other ways to entice employees to make the District their employer of choice. Staff feels that providing a bonus referral program for all staff whether they are full time or part time could be beneficial in the hiring process.

Webber referenced the list of requirements that would be necessary for an employee to qualify for a referral bonus and added that the Finance Department would track referrals and ensure that at the end of the 90-day period that both the referring employee and the referred employee are in good standing. He said for 2022 staff is proposing a \$250 referral bonus for the 1st referred candidate then \$100 for each one thereafter.

Staff recommended the Board authorize Staff to begin an Employee Referral Bonus Program for the 2022 season as presented.

MOTION by Coleman and seconded by Mahoney to authorize Staff to begin an Employee Referral Bonus Program for the 2022 season as presented.

Commissioned Venouziou asked if the referral program would begin immediately. Webber confirmed it would immediately start and that Staff is not expecting it to be a huge impact on the budget.

Commissioned Venouziou then asked if the referral program is for seasonal positions. Webber clarified that the referral program will be considered year-round after the summer season and is applicable to any open job position.

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

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

Webber then addressed his informational items:

- Staff heard from DuPage County that all the LARPA submissions could be eligible for reimbursement. Staff will formally submit applications for the letters of intent by May 6th and the District should know June which projects, if any, qualify for reimbursement.
- The District received good news in regards to the IMRF 2023 employer rate. Currently, the rate the District pays for each eligible employee is 8.93% of their salary - that is projected to decrease to 7.27% in 2023. For perspective that decrease would mean over \$50,000 savings to the current budgeted salaries would could be used towards capital and other areas of need.

Webber closed his report sharing that the District is going to try a trial period from May 2nd – September 2nd of allowing the option for Staff to work a flexible schedule. Employees can continue to work their normal workdays; work four, 10-hour days per week which would give staff an extra day off each week; or work a 9/80 schedule where employees work nine-hour days over a two-week period which will result in a day off every other week or a half day weekly. Based on an initial informal survey about 12 full time employees (30% of Staff) are interested in being part of the trial period.

Parks, Planning & Development

2.a. Director of Parks, Planning & Development Jenny Knitter opened the report with her first action item, Hawthorne Hill Woods - Culvert Repair & Path Development Project, CDP #22-02c. Knitter said Staff solicited bids for the removal and two stream crossing including the crossing that was washed out in 2020, streambank improvements and development of a new

asphalt pathway at Hawthorne Hill Woods. There was strong interest in the project with 21 total plan holders including 19 trade or general contractors; however, this did not result in a significant number of bidders as only one bid was received.

<u>Contractor</u>	<u>Base Bid</u>
V3 Construction Group, LTD	\$ 943,990.46

Breakdown of V3 Bid

North Crossing: \$ 185,455.65

South Crossing: \$ 130,036.04

Path Development: \$ 628,498.77

Knitter said Staff reached out to the contractors who chose not to submit bids to determine if there was a clear reason for the low interest and the inflated costs. The answers varied from world events and the resulting cost instabilities over the course of a roughly 6-month project to contractors being busy with other bid estimating work and/or had already booked their crews for the construction season. There were other contractors that felt there was simply not enough work within their given scope to justify bidding.

Knitter reported the engineer remains confident in his budget estimate, and recommends that the District reissue the project for bid later this summer with a fall construction start and a wide construction window extending into 2023. From an access standpoint, this delay will continue to limit resident accessibility to the woodland trails on the property as well as limit Haunted Forest Walk to a similar route as utilized last year with hayride pick-ups along Woodridge Drive woodland access point.

Executive Director Adams shared that another possibility is to break up the bid into different scopes of work.

Knitter reported that the US Army Corp of Engineers (USACE) permit has been received, and Staff are working to finalize resubmittals for the Village of Woodridge building permit, needed before construction starts.

Commissioner Mahoney asked how long the USACE is valid. Knitter said either 12 or 18 months and that she would check.

President Cohen asked if Staff considered other surfaces such as limestone. Executive Director Adams reported that while Staff won't rule it out, anything that is not a hard surface is difficult for ADA compliance. He added that for consistency the District prefers that all bike paths are paved.

Staff recommended the Board consider rejecting the bid received due to bid over budget and only receiving one bid and authorize staff to re-bid the Hawthorne Hill Woods - Culvert Repair & Path Development Project, CDP #22-02c in summer 2022.

MOTION by Mahoney and seconded by Venouziou to reject the bid received due to bid over budget and only receiving one bid and authorize staff to re-bid the Hawthorne Hill Woods - Culvert Repair & Path Development Project, CDP #22-02c in summer 2022.

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

AYES: Mahoney, Venouziou, Kranz, Coleman and Cohen

NAYS: None

ABSENT: None

MOTION CARRIED.

2.b. Knitter moved on to her next action item, the Town Centre Park - Schematic Design and OSLAD Grant Application, CA#22-01pc. Knitter said Hitchcock Design Group's proposal for schematic design and preliminary engineering services for the future Town Centre Park development includes the following services: schematic design alternatives for development, preliminary engineering recommendations and schematic stormwater management/mitigation plan,

preliminary construction cost opinion, phased implementation plans, design review with Village of Woodridge Engineer, Community Design Input meeting to solicit public input on schematic plan updates, final schematic design documents and phase 1 plan, and OSLAD Grant Application for 2022 (anticipated to be due between July – Sept, 2022).

Executive Director Adams shared that the Village of Woodridge expressed no objections to moving forward with the next phase of development planning. He said Village Staff is preparing 'Draft' language to amend the existing Town Centre IGA to specify each agency's responsibilities to include the Park District's responsibility to manage the design development process and funding of future construction phases and capital replacement. The proposed IGA amendment 'Draft' is scheduled for review by early summer.

President Cohen asked the maximum amount of money the District can receive from the OSLAD grant. Knitter said up to \$400,000 is available per phase of the project, and added that the District will need to match the same amount of money received from the grant based on the 50%/50% funding requirement.

President Cohen then asked if approving the proposal from Hitchcock Design Group is what is needed to launch the project. Executive Director Adams confirmed and reminded the Board that the OSLAD grant only covers construction costs, so Hitchcock's fees may not be covered by the grant, but further review of OSLAD guidelines are in order to determine eligible costs for the guidelines may have been updated since the District last obtained an OSLAD grant.

Staff recommended the Board consider accepting Hitchcock Design Group's proposal for professional design services dated March 9, 2022, in the amount of \$69,300.00 for the Town Centre Park - Schematic Design and OSLAD Grant Application, CA#22-01pc.

MOTION by Coleman and seconded by Mahoney to accept Hitchcock Design Group's proposal for professional design services dated March 9, 2022, in the amount of \$69,300.00 for the Town Centre Park - Schematic Design and OSLAD Grant Application, CA#22-01pc.

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

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

2.c. Knitter moved on to her next action item, the 2022 Asphalt Resealing Project, CRP#22-03c. Knitter said Staff requested bids for resealing various Park District paths and parking lots. The proposed work consists of furnishing all necessary labor (prevailing wage), materials, and equipment to complete all work related to asphalt crack repair, sealcoating of existing asphalt pavement and the application of line striping and symbols on pavement at multiple park sites located within the District. She reviewed the sites and timeline and shared the bid results:

<u>Bidding Contractor</u>	<u>Base Bid</u>
Pavement Systems Inc.	\$41,820.53
Denler Inc.	\$54,154.82

President Cohen asked if there was an increase in the total bid amount since the last time the District did this work. Knitter reported that the District tried to complete this project last year but the numbers came in too high. Staff moved the project to the FY2022 budget and reflected the estimated increases over 2021.

Staff recommended the Board consider accepting Pavement Systems, Inc. as the low qualified bidder based on the contractor's base bid and approve a contract in the amount of \$41,820.53 for the 2022 Asphalt Resealing Project, CRP#22-03c

MOTION by Mahoney and seconded by Kranz to accept Pavement Systems, Inc. as the low qualified bidder based on the contractor's base bid and approve a contract in the amount of \$41,820.53 for the 2022 Asphalt Resealing Project, CRP#22-03c.

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

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

2.d. Knitter moved on to her final action item, the 2022 Fred C. Hohnke Community Center HVAC Front End Operating System Project, MSP#22-07c. Knitter said Staff requested proposals for the replacement of the Front-End Operating System for improved HVAC system operations at the Fred C. Hohnke Community Center, as recommended by the independent building commissioning report previously completed.

<u>Bidding Contractor</u>	<u>Base Bid</u>
Everest Energy & Control Technologies	\$12,500.00
Interactive Building Solutions	\$18,100.00
Integrated Control Technologies	\$23,400.00

Knitter shared that Staff reviewed the submitted proposals with the consulting engineers identifying that all three proposals equally met the scope and operations requirements in the requested proposal. Staff also called all three references for Everest Energy & Control Technologies resulting in very positive experiences reported. This project is anticipated to take 2-4 weeks to complete depending on product availability.

Staff recommended the Board consider approval of Everest Energy & Control Technologies' Proposal dated March 3, 2022, in the amount of \$12,500.00 for the replacement of the HVAC system operations as defined in the 2022 Fred Hohnke HVAC Front End Operating System Project, MSP#22-07.

MOTION by Coleman and seconded by Mahoney to approve Everest Energy & Control Technologies' Proposal dated March 3, 2022, in the amount of \$12,500.00 for the replacement of the HVAC system operations as defined in the 2022 Fred Hohnke HVAC Front End Operating System Project, MSP#22-07.

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

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

Knitter than shared with the Board that one of the air conditioning units at the Fred C. Hohnke Community Center is leaking freon. Staff is working with the contractor to identify the source of the leak and the best way to resolve it. If the unit is in total failure it may be a very costly repair. Staff will keep the Board posted on any updates.

Knitter then moved on to her informational items:

- Windy Point Park Shelter: Demolition of the storm damaged structure was completed on March 23rd. Polygon indicated a shipping date of April 27th for the replacement shelter, and the contractor anticipates project completion in May ahead of the original development schedule.
- Nicor Easement Bikeway Connector Development Project: Staff met with representatives from the contractor and the project engineer for a preconstruction meeting at the project site. Village building permits are ready, and the

work is tentatively scheduled to begin in late April or Early May. Letters notifying neighboring residents of the upcoming construction work are being sent the week of April 11th.

- 2022 Natural Area Tree Removals: The contractor reached a point of substantial completion in late March removing natural areas trees at all 10 sites (64 trees in total). Staff is currently working with the contractor to address resulting turf restoration at multiple sites.
- 2022 Prescribed Burns: Both contractor and in-house Prescribed Burns began April 11th. Sites included Lake Carleton, Duke Street Basin, Westminster Park and Vicente E sites.
- Tornado Recovery Reforestation Planning: Staff is working to secure plant material and other materials necessary to implement the reforestation project. A community volunteer planting day is scheduled for Saturday, June 11th, at which time Staff hopes to plant more than 250 three-gallon to 15-gallon native trees and understory plantings.
- On April 5th, at approximately 1:30am in the Park Districts Maintenance Facility backlot, a team of individuals cut and stole the catalytic converters off three Park District vehicles. The vehicles were towed to the dealer for repair and two of the three converters have been ordered while the final one is on back-order. As a result of the projected high cost of replacement (approximately \$8,000.00), an incident report was filed with PDRMA. Out of an abundance of caution, the three vehicles at the FHCC have been moved to a spot within camera view.
- One of the Cypress Cove bridges exhibited some wood rot and deterioration requiring attention. Staff ordered and installed a support beam and four rotted walkway slats.
- Staff removed snow plows, blowers & cabs from equipment and is simultaneously working on the Districts' mowers in preparation for the 2022 mowing season.
- Park Clean Up Day was held April 16th. More than 300 volunteers collected 64 bags of garbage and recycling.
- Removal and replacement of the Playground Safety Surface began 3/28/22 at Willow Creek School. The contractor removed the old surface & fabric and install with new, completing by 4/1/22 during school spring break. Next, the contractor will do the same scope of work at Falconridge & Somerset Parks.

Knitter closed her report updating the Board on staff trainings, new employees and the status of seasonal hires.

Golf Course

3.a Executive Director Adams opened the golf report with the only action item, the VGGC Emergency Storm Sewer Pipe Replacement (#18 Fairway), VGCRP #22-1pc, Authorization to Approve Proposal/Contract.

Executive Director Adams reported that cause Staff recently noticed Pond #18 wasn't draining properly resulting in the pond overflowing its banks and flooding the adjacent fairway. The District secured a contractor to video inspect, determine the location of the blockage and attempt to clean out. The camera was only able to extend to the blockage at approximately 30' from the downstream manhole but unfortunately the contractor was unable to inspect or clean the remainder of the line. Temporary drainage measures were initiated to pump the pond down in an attempt to dry the surrounding areas. Staff consulted with Hancock Engineering, pro bono to determine best course of action to repair or replace the section of the pipe in order to reestablish flow and prevent future blockages from occurring. The decision was made to complete a point repair of approximately 10' in length.

Executive Director Adams added that due to the limited length of pipe to repair, in-house crews performed a majority of the excavation work with the District's backhoe and labor. Third party contract labor was secured to complete the actual pipe installation and connection at a time and material cost. The use of in-house labor and equipment saved between \$6,000 - \$7,000. He reported that after the pipe was repaired, it was evident that there's additional pipe collapses and/or blockages upstream towards the pond. Based on video inspection back in 2019, this entire line is in poor condition and warrants full replacement. After further consult with the engineering consultant and golf course staff, the recommendation is to replace the entire 172' of pipe between the two existing manholes. The engineer and staff reviewed the emergency repair project with the Village and just a Building Permit is required and they will be able to process within a few days following submittal. Time is of the essence to complete the pipe replacement in order to fully re-establish flow and alleviate the ongoing course flooding issues around Pond #18.

Executive Director Adams said Staff authorized Hancock Engineering to prepare the Building Permit required documents and seek proposals from a couple of contractors to expedite the process. The tentative plan is to complete the proposed work next week. Golf Course grounds crews will assist with the scope of work (e.g. hauling gravel backfill material, backfilling and restoration) to minimize the overall cost of the project. Staff is in the process of seeking proposals.

Executive Director Adams then shared that the District may want to consider working with Hancock Engineering on developing a logical, phased master plan of golf course storm water sewer pipe repairs previously documented as being in poor condition. He said he will keep the Board apprised of any updates.

Staff recommended the Board consider authorizing the Executive Director to accept a low qualified proposal (RFP) estimated under \$25,000 and approve a contract agreement to complete the Emergency Storm Sewer Pipe Replacement (#18 Fairway), VGCRP #22-1pc.

MOTION by Coleman and seconded by Mahoney to authorize the Executive Director to accept a low qualified proposal (RFP) estimated under \$25,000 and approve a contract agreement to complete the Emergency Storm Sewer Pipe Replacement (#18 Fairway), VGCRP #22-1pc.

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

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

Executive Director Adams then shared the following informational items:

- The Illinois State Scramble is scheduled for April 23rd – 24th. Staff believes the course will be playable but no carts will be allowed.
- The course is fully staffed and ready for the season
- The 62nd Anniversary Membership program recently was opened to the public and Staff hopes to reach between 1200-1500 total memberships.

Aquatics & Recreation

4.a. Superintendent of Recreation Don Ritter opened the Aquatics & Recreation Report with his only action item, the ARC HVAC Preventative Maintenance Services, MSP #22-09pc

Ritter said during the FY2022 budget process ARC Facility Staff requested the need for HVAC preventative maintenance services of the facility's HVAC system now that the equipment is five years old and to prevent future material issues through preventative maintenance. The HVAC system is a complex computerized system needing ongoing inspection and maintenance performed by a professionally trained HVAC contractor. He noted the system is now outside of the warranty period.

Per request of District Staff, Martin Peterson Company (MPC) submitted a proposal to perform semi-annual preventative HVAC maintenance services in the amount of \$9,985. MPC satisfactorily performed HVAC services and troubleshooting material issues for the ARC since 2018.

Staff recommended the Board consider approve Martin Peterson Company, Inc.'s proposal dated March 4, 2022 and contract agreement in the amount of \$9,985 for the ARC HVAC Preventative Maintenance Services, MSP #22-09pc.

MOTION by Coleman and seconded by Mahoney to approve Martin Peterson Company, Inc.'s proposal dated March 4, 2022 and contract agreement in the amount of \$9,985 for the ARC HVAC Preventative Maintenance Services, MSP #22-09pc.

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

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

Ritter then shared the following Aquatic & Recreational informational items:

- Interviews for Cypress Cove employment in ongoing and Staffing is at about 50% of where it needs to be. Cypress Cove will likely host its own job fair specifically for Lifeguards and Deck Attendants on Monday, May 16th.
- Spring soccer registration numbers are back to the pre-pandemic levels. Due to the wet weather, fields are still unstable but the Jefferson turf field has been a lifesaver.
- Staff coordinated the April Showers Soccer Tournament indoors at the ARC and at the Jefferson Junior High Turf Field on April 8-10 with 52 teams participating, including six Roadrunners teams.
- Registration for the Kids Thrill on the Hill special event is currently at 75, but staff anticipates that number to increase before the May 22nd event at Hawthorne Hill Woods.

Executive Director Adams closed the report sharing that during a soccer game at the ARC a player kicked the ball and hit one of the sprinkler heads in the turf area and consequently flooded a portion of the turf field. The Fire Department was able to shut off the water and the turf dried out by the next morning. The sprinkler head was immediately fixed and everything is back to normal.

Marketing & Community Engagement

Superintendent of Marketing & Community Engagement Megan Romano opened her report sharing that registration numbers continue to climb with about 70% on all registrations done online.

Romano then reported the following:

- The Aquatics e-guide was posted to Cypress and WPD websites on March 30th. Swim program and general guide marketing efforts included: e-blast, digital graphics, SD68 digital flyers, facility signage and social media.
- Promotions for spring break open gyms included facility signage, SD68 digital flyers, digital signage, e-blasts, social media and updating of open gym/turf web page and Rainout Line extension.
- Marketing staff worked with camp staff to build new camp webpages and a variety of marketing materials including facility signage, SD68 digital flyers, digital signage, e-blasts and social media.

Romano closed her report sharing that Jubilee has a new branding look. Since the logo is 15 years old and the event was canceled the last two years, Staff launched a new logo to bring new energy to the event. The Jubilee web page was updated with the new logo and general event information. Promotions will kick off the week of April 11th and Staff continues to follow up with sponsors. A postcard will replace the previous trifold schedule events, which will be mailed to all WPD households in late May.

Administration

6.a. Administrative Office & Facility Manager Suzy Ravasio opened her report with the only action item, ratifying the Executive Director's Approval to Purchase a New Copier/Printer, CRP #22-05pc. Ravasio shared that the District's existing Ricoh MP7502 printer/copier was purchased in 2015 and scheduled for replacement in 2020 in the Capital Replacement Program (CRP). The unit, used quite regularly, is starting to show wear and tear and frequent repairs. Staff consulted with Sterling Networks Integration (SNI), the District's IT provider, on which brand of copiers/printers they recommend and they stated they had past good experiences with Canon and worked with clients who use them and haven't experienced material issues.

Ravasio said after conducting an assessment comparison of different Canon units and talking with vendors, the Canon imageRUNNER Advance DX C5850i printer/copier appears to be the best fit for the District's needs. Ravasio reviewed the features of the copier. Staff secured the following quotes for the unit and for the service agreement that covers the unit for

repairs as long as the District has the unit. The Service contract for both companies includes pay for what you use as opposed to a set monthly amount. Contracts also include all toners, parts, labors and extends warranty through the life of the service contract:

Vendor	Amount	Service Agreement
Gordon Flesch	\$10,250.00	.006/b&w copy & .06/color copy
Canon Direct	\$11,595.00	.007/b&w copy & .035/color copy

Staff recommended the Board ratify the Executive Director’s approval to accept Gordon Flesch’s proposal for \$10,250.00 for Canon imageRUNNER Advance DX C5850i and a service agreement in the amount of .006/b&w copy and .06/color copy.

MOTION by Coleman and seconded by Venouziou to ratify the Executive Director’s approval to accept Gordon Flesch’s proposal for \$10,250.00 for Canon imageRUNNER Advance DX C5850i and a service agreement in the amount of .006/b&w copy and .06/color copy.

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

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

Ravasio then briefly addressed the following:

- On April 6th the District renewed a three-year contract with Alarm Detection Services for assorted fire, burglar and elevator monitoring and testing at the Fred C. Hohnke Community Center, the ARC, the Maintenance Facility, Cypress Cove and Village Greens.
- Staff worked with Midwest Interiors on selecting new chairs for the Board Room and selected the Hon Pillowsoft Mid back chair in black leather. A sample chair is in the boardroom.

Safety

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

CONSENT AGENDA

F.1.-7. President Cohen asked if any Commissioner requested to remove any agenda item from the consent agenda for separate consideration and action. There were none.

MOTION by Mahoney and seconded by Kranz to approve Consent Agenda Item #1 for approval of June 24, 2021 Special Board Meeting Minutes, #2 for approval of March 2022 Regular Board Meeting minutes and Consent Agenda Items #3 - #7 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount of \$982,650.98

1. June Special Board Meeting Minutes	June 24, 2021
2. Regular Board Meeting Minutes	March 15, 2022
3. Vendor Payment & Payroll Ratification Report (3/11/22 – 4/14/22).....	\$982,650.98
4. FMX - Computer Maintenance Management System, Annual Subscription Fees	\$6,747.30
5. Living Waters Consultants, Inc., Hawthorne Hill Woods Culvert Repair – Engineering Services, CA #20-02pc, Payout #12.....	\$5,900.00
6. Steve Piper & Sons, Inc. – 2022 Natural Area Tree Removals, MSP #22-03pc- Payout #9-10 (Final)	\$9,700.00
7. V3 Companies, LTD. – Nicor Path Development Engineering, CA #19-02pc- Payout #4-#5	\$1,675.00

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

Upon a roll being called:

AYES: Mahoney, Kranz, Coleman, Venouziou and Cohen

NAYS: None

ABSENT: None

MOTION CARRIED

EXECUTIVE DIRECTOR'S REPORT

G.1.a. Executive Director Adams began his report with his first action item, the approval of Resolution No. 22-3, A Resolution Authorizing Execution of the First Amendment to an Intergovernmental Agreement Between Woodridge School District No. 68 and the Woodridge Park District in Regard to the Jefferson Jr. High School Outdoor Athletic Facility

Executive Director Adams said in order to offset future repair and replacement costs of the synthetic turf field, rental fees are recommended to charge third party-organizations for their use. The amendments include the following:

Permits each Party the right to waive or collect fees from 3rd Party users within each Party's use in accordance with the Master Use Schedule;

- Parties mutual agreement required for use of the income received;
- If Parties are unable to mutually agree, the income shall be used to offset the future turf replacement expenses;
- Designates the School District as the custodian of any deposits received from either Party; and
- Add Roadrunners Soccer Club to Exhibit 'B' Affiliates.

Staff recommended the Board consider approving Resolution No. 22-3, A Resolution Authorizing Execution of the First Amendment to an Intergovernmental Agreement Between Woodridge School District No. 68 and the Woodridge Park District in Regard to the Jefferson Jr. High School Outdoor Athletic Facility.

MOTION by Mahoney and seconded by Kranz to approve Resolution No. 22-3, A Resolution Authorizing Execution of the First Amendment to an Intergovernmental Agreement Between Woodridge School District No. 68 and the Woodridge Park District in Regard to the Jefferson Jr. High School Outdoor Athletic Facility.

Commissioner Mahoney asked how long the turf field will last. Executive Director Adams said the turf is projected to last between 12-15 years,

AYES: Mahoney, Kranz, Venouziou, Coleman, and Cohen

NAYS: None

ABSENT: None

MOTION CARRIED.

G.1.b. Executive Director Adams moved on to his last action item, the License Agreement with Woodridge Rotary, Inc. for Use of Park District Property for Recycling Extravaganza and Mini Triathlon.

Executive Director Adams said each year the Board considers approving a license agreement with the Woodridge Rotary to utilize Athletic Recreation Center and Cypress Cove Family Aquatic Park facility & parking lot, other park parking lots, and grounds to host their Annual Recycling Extravaganza and Mini Triathlon. He said the Rotary requests use of the Cypress Cove parking lot for the "Recycling Extravaganza" on Saturday, May 7, 2022 from 6AM – 1PM. For their "Mini Triathlon" they request use of Cypress Cove Family Aquatic Park & south parking lots from Friday, August 12, 2022 – 8PM to Sunday, August 14, 2022 – 1PM, and the parking lots at the Athletic Recreation Center (ARC), Orchard Hill Park, Falconridge Park, and Janes Avenue Park on Sunday, August 14, 2022 from 12AM to 1PM.

Staff recommended Board consideration to approve a license agreement dated April 19, 2022 with Woodridge Rotary for use of park district property located at Cypress Cove, Athletic Recreation Center and various park parking lots.

MOTION by Coleman and seconded by Venouziou to approve a license agreement dated April 19, 2022 with Woodridge Rotary for use of park district property located at Cypress Cove, Athletic Recreation Center and various park parking lots.

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

AYES: Venouziou, Coleman, Mahoney, Kranz and Cohen

NAYS: None

ABSENT: None

MOTION CARRIED

G.2.a Executive Director Adams then provided and update on the 2021 (FY2022) Tax Levy Extension.

Executive Director Adams said the District received the preliminary levy extension from both DuPage and Will Counties. In summary, the District's total EAV Increased 4.29% compared to last year's increase of 6.07%. EAV excluding new growth decreased 3.48% compared to last year. Highlights include:

- The combined DuPage & Will Counties final levy extension totals \$7,492,905 of which \$14,222 are back taxes generated from the previous year's tax objections in accordance with the New Public Act 102-0519.
- The total tax extension difference compared to last year's extension is \$119,724 or a 1.6% increase. Compare that percent increase to CPI of 7% and the minimum wage increase of 9.1% (Note: seasonal wages most impacted by minimum wage accounts for 22% of total wages based on 2021 data)
- The actual EAV grew \$29,258,128 (2.1%) to \$1,407,956,128 compared to the previous year's EAV of \$1,378,698,066.
- Broken down, inflationary EAV increased 1.65% (\$22,716,972) and new construction increased .47% (\$6,541,099) over last year's total EAV for a total increase of 2.1% (\$29,258,128).
- The new construction EAV of \$6,541,099 2021 continues to decline compared to the previous five-year average of \$14M or ten-year average of \$11MM.
- The net impact of the combined EAV and extension increases results in a decreased actual tax rate of .5322; down .0015 compared to last year's tax rate of .5337.
- In summary, based on the final levy extension the anticipated actual levied dollars will increase over budget by \$27,391.

Executive Director Adams closed his report sharing that the quarterly goals and objectives have been updated and are included in the Board Packet.

COMMITTEE REPORTS

SEASPAR

Executive Director Adams shared that SEASPAR adopted its three-year strategic plan and are preparing for the Distinguished Agency process.

JUBILEE/OKTOBERFEST

Ritter said that each year, the Village of Woodridge coordinates the contract for the Jubilee and 4th of July Firework shows. Village staff sends the request for quotes out to a list of eight or nine vendors. Typically, two or fewer proposals are submitted. In the past three years, Mad Bomber has been the only vendor to submit a proposal.

Ritter reported that Village Staff was recently contacted by Mad Bomber to explain that Melrose Pyrotechnics (Mad Bomber's main competitor) went out of business and their business has been picked up by an east coast company called Pyrotechnico. Pyrotechnico is only picking up the big contracts, like Navy Pier, White Sox and not serving any of Melrose's former municipal clients. As a result, these communities are all trying to re-book their fireworks with Mad Bomber. They

advised the Village that the shipping prices have gone up 200% for the pyrotechnics that all come from China. This translates to an approximately 20% price increase to the customer. Assuming we want to move forward with a typical Jubilee show, we can expect the cost to increase from \$6,000 to about \$7,200. A decision regarding whether we continue with the Jubilee fireworks show needs to be made soon as Mad Bombers will be filling up dates to accommodate the new huge demand.

Ritter said Park District options include: 1) continue to offer the typical Jubilee show and pay the increased costs, 2) offer the budgeted show of \$6,000, but it will decrease the length of the current show (currently around 8-9 minutes long), 3) discontinue the fireworks show and replace it with another unique show, 4) discontinue the fireworks show period with no replacement option.

Board discussion ensued regarding the available options including the pros and cons of each option and how the community would feel about it. The Board consensus was to move ahead with the fireworks. Ritter said the next steps would be for the Village to go to bid assuming they reach the same decision. He will keep the Board up to date.

PDRMA

No report.

EX-OFFICIO REPORT

Plan Commission

No report

Chamber of Commerce

Commissioner Kranz reported the Chamber is hosting a golf outing on May 18th at Seven Bridges.

Affiliated Athletic Associations

Ritter said WAA is struggling to play games with the poor weather conditions. It's been a challenge getting on the fields to maintain them.

Ritter reported that Dan Peboontom will be serving as the point of contact between the District and the Roadrunners Soccer Club.

EXECUTIVE SESSION

At 8:13 p.m., MOTION by Coleman and seconded by Mahoney 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: Coleman, Mahoney, Venouziou, Kranz and Cohen.

NAYS: None

ABSENT: None

MOTION CARRIED

RECONVENE OPEN SESSION

The Regular Board Meeting of April 19, 2022, reconvened at 8:44 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Coleman, Mahoney, Venouziou, Kranz. Staff: Adams

FINAL ACTION

MOTION by Coleman and seconded by Venouziou to approve Resolution No. 22-4, A Resolution of the Board of Park Commissioners of the Woodridge Park District, DuPage and Will Counties, Illinois Approving and Authorizing the Execution of Addendum to the Employment Contract of the Executive Director of Parks and Recreation

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

AYES: Coleman, Venouziou, Mahoney, Kranz and Cohen

NAYS: None

ABSENT: None

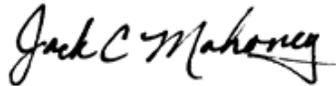
MOTION CARRIED

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 regular board meeting at 8:45 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Jack Mahoney, Secretary