

WOODRIDGE PARK DISTRICT
Fred C. Hohnke Community Center
Regular Board Meeting
June 21, 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, Coleman, Kranz, Mahoney, Venouziou. Absent: None; Staff present: Adams, Knitter, Ravasio, Ritter, Romano, Webber

Guests: Brian LeFevre, Sikich; Nick Bacarella, Park District Intern

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

President Cohen opened his report congratulating Staff on a successful Jubilee. He shared that it was great seeing the community all together again celebrating after a three-year hiatus.

President Cohen then congratulated Megan Romano, Superintendent of Marketing & Community Engagement on her 15th Anniversary at the District. Executive Director Adams shared numerous highlights, achievements and awards of Romano's career with the District to date, noting amongst other things, revamping websites, Covid communications efforts and rebranding efforts.

President Cohen then congratulated Barb Kraus, ARC Fitness Instructor, and Caleb Radcliff, Cypress Cove Lifeguard on their five-year anniversaries with the District.

President Cohen closed his report reviewing upcoming Park District events.

STAFF REPORTS

Finance

2.a Superintendent of Finance & Personnel Chris Webber opened his report introducing Brian LeFevre of Sikich LLP, the District's auditor, to present the year ended December 31, 2021 Annual Comprehensive Financial Report.

Mr. Lefevre reviewed the highlights of the 2021 Annual Comprehensive Financial Report, including, the reporting standards, the management discussion analysis, general overviews of each fund and the executive summary findings. He noted how smoothly the audit process went.

Staff recommended the Board accept the Annual Comprehensive Financial Report for the fiscal year ended December 31, 2021 as presented.

MOTION by Coleman and seconded by Venouziou to accept the Annual Comprehensive Financial Report for the fiscal year ended December 31, 2021 as presented.

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

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

ABSENT: None
MOTION CARRIED.

Webber moved on to informational items sharing that over the past few meetings Staff updated the Board on the potential for LARPA funding opportunities. Staff received word that six of the seven Letters of Intent were deemed to be within treasury guidelines and approved by the DuPage County Senior ARPA team: reimbursement for the Covid vaccine clinics run by the District, installation of WIFI at Cypress Cove and installation of an Air Disinfectant System at the District's four main facilities. The District will receive the funding up front and then be required to use a portal to go through the full process of reporting. Any funds not expended would be required to be returned and all funds must be spent by December 31, 2024.

Executive Director Adams asked which project was not approved. Webber reported it was the installation of permanent glass barriers at the ARC and FHCC customer service desks.

Webber closed his updating the Board on the financials for each facility.

Parks, Planning & Development

2.a. Director of Parks, Planning & Development Jenny Knitter opened the report with her first action item, 2022 Asphalt Resurfacing Project, CRP #22-02c

Knitter said Staff solicited bids for the resurfacing of asphalt paving including identified patching, and reapplication of painted markings at multiple sites. She reviewed the locations as well as the timeline and explained the alternate bid details. There was solid interest in the project with 13 total plan holders including 11 asphalt contractors.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt. Bid #1</u>
Chicagoland Paving Contractors, Inc.	\$ 294,964.80	\$ 7,500.00
Schroeder Asphalt Services	\$ 386,256.50	\$ 7,500.00

Knitter shared that Chicagoland Paving Contractors, Inc. successfully completed numerous projects for the District in the past including the resurfacing and patching of pathways at multiple site in 2015, and they are also currently contracted with the District for the development of the Nicor Easement Bikeway Connector Development Project. She also noted the project came in under budget.

Staff recommended the Board accept Chicagoland Paving Contractors, Inc. as the low qualified bidder based on the contractor's base bid and Alternate Bid #1 and approve a contract in the amount of \$ 302,464.80 for the 2022 Asphalt Resurfacing Project, CRP #22-02c.

MOTION by Mahoney and seconded by Venouziou to accept Chicagoland Paving Contractors, Inc. as the low qualified bidder based on the contractor's base bid and Alternate Bid #1 and approve a contract in the amount of \$ 302,464.80 for the 2022 Asphalt Resurfacing Project, CRP #22-02c.

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

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

2.b. Knitter's next action item was the Fred C. Hohnke Community Center – Emergency HVAC Cooling Unit Replacement Installation Project, CRP #22-07c-2.

Knitter said Staff worked with AMSCO Engineering to finalize construction drawings and specifications and compiled a request for proposal to provide delivery coordination and installation of the two HVAC cooling units, coils and associated

pipework and electrical to provide functional removal and replacement of the specified work. All contractors were required to visit the site in person prior to submitting a proposal. Staff received the following proposals:

Contractor	Scope A	Scope B	Scope C	Total
Monaco Mechanical	\$36,000	\$34,000	\$ 4,000	\$ 74,000
Jensen's Plumbing & Heating	\$68,700	\$45,800	\$ 7,500	\$122,000
GT Mechanical	\$92,500	\$41,000	\$ 1,500	\$135,000
Project & Designs				
C. Acitelli Heating & Piping Contractors	\$82,539	\$71,694	\$ 3,217	\$157,450

Knitter said Staff provided the results to AMSCO Engineering who reviewed all submitted proposals and did not have any concerns with the apparent low proposal submitted by Monaco Mechanical, Inc. Staff has worked with Monaco Mechanical for many years as a preventative maintenance contractor to the FHCC HVAC systems. Staff also called several references with excellent feedback regarding new HVAC installations noting minimal change orders, on-time performance and good communication.

Staff requested the Board ratify the Executive Director's decision to approve a contract with Monaco Mechanical, Inc. in the amount of \$74,000, to provide the service of installation of the Air Cooled Condensing Units as described in RFP dated May 27, 2022 and proposal submitted June 14, 2022, pursuant to the Emergency Acquisition of Services Authorization in accordance with Policy IV.1.28 and Illinois Compiled Statute 70 ILCS 1205/8-1(c) for the Fred C. Hohnke Community Center – Emergency HVAC Cooling Unit Replacement Installation Project, CRP #22-07c-2.

MOTION by Mahoney and seconded by Kranz to ratify the Executive Director's decision to approve a contract with Monaco Mechanical, Inc. in the amount of \$74,000, to provide the service of installation of the Air Cooled Condensing Units as described in RFP dated May 27, 2022 and proposal submitted June 14, 2022, pursuant to the Emergency Acquisition of Services Authorization in accordance with Policy IV.1.28 and Illinois Compiled Statute 70 ILCS 1205/8-1(c) for the Fred C. Hohnke Community Center – Emergency HVAC Cooling Unit Replacement Installation Project, CRP #22-07c-2.

Commissioner Venouziou asked if the two HVAC systems will communicate better with each other after the replacement. Knitter confirmed that they will.

President Cohen asked when the project will be complete. Knitter reported that Staff is waiting on the coils for each system to arrive. Once they arrive, work can begin, with the whole installation taking about two weeks. She added that Staff is still determining if any areas of the building will need to be completely shut down during work.

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

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

2.c. Knitter's next action item was the Fred C. Hohnke Community Center – Emergency HVAC Cooling Unit Replacement – DX Coils Purchase Project, CRP #22-07c-3

Knitter said in order to ensure all materials are on-site and available for the HVAC Cooling Unit Replacement installation work, as directed by the HVAC Engineering consultant, DX coils and thermal expansion valves were required for purchase to ensure effective installation of the comprehensive HVAC replacement work.

Staff requested the Board ratify the Executive Director's decision to approve Temperature Equipment Corporation's proposal dated May 24, 2022 for the purchase of a 25-Ton DX Coil and 15-Ton DX Coil and Thermal Expansion Valves in the total amount \$12,100 pursuant to the Emergency Acquisition of Property Authorization in accordance with Policy IV.1.28 and Illinois Compiled Statute 70 ILCS 1205/8-1(c) for the Fred C. Hohnke Community Center – Emergency HVAC Cooling Unit Replacement – DX Coils Purchase Project, CRP #22-07c-3.

MOTION by Mahoney and seconded by Venouziou to ratify the Executive Director's decision to approve Temperature Equipment Corporation's proposal dated May 24, 2022 for the purchase of a 25-Ton DX Coil and 15-Ton DX Coil and Thermal Expansion Valves in the total amount \$12,100 pursuant to the Emergency Acquisition of Property Authorization in accordance with Policy IV.1.28 and Illinois Compiled Statute 70 ILCS 1205/8-1(c) for the Fred C. Hohnke Community Center – Emergency HVAC Cooling Unit Replacement – DX Coils Purchase Project, CRP #22-07c-3.

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.d. Knitter's next action item was Tree Removal and Pruning Project, MSP #22-12pc 2022

Knitter said Staff solicited proposals for the removal of 12 trees and the pruning of an additional seven trees across six sites maintained by the District. The trees in question are either dead or present a hazard. Contracted removal is necessary based on the size of the material being removed and, in some cases, the potential for damage to adjacent properties. In all cases the pruning is at a height that our staff cannot access/reach with District equipment. Staff sought proposals from four local companies, but two declined to bid at this time.

<u>Contractor</u>	<u>Base Proposal</u>
The Davey Tree Expert Co.	\$ 12,126.00
Steve Piper & Sons Tree Service, Inc.	\$ 19,725.00

Knitter shared that The Davey Tree Expert Co. conducted tree removals for the District at numerous sites including contracted tree removals and clean-up services following the 2021 tornado.

Staff recommended the Board approve The Davey Tree Expert Co.'s proposal dated June 9, 2022, in the amount of \$12,126.00 for the tree pruning and removal work defined in the Tree Removals and Pruning Project, MSP# 22-12pc.

MOTION by Venouziou and seconded by Mahoney to approve The Davey Tree Expert Co.'s proposal dated June 9, 2022, in the amount of \$12,126.00 for the tree pruning and removal work defined in the Tree Removals and Pruning Project, MSP# 22-12pc.

President Cohen noted how helpful Davey Tree was during the entire tornado clean-up process.

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

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

2.e. Knitter's final action item was a change order for the 2022 Playground Surface Replacement Project, CRP#22-04c

Knitter reported that during the heavy rains last month, the poor draining at Falconridge Park Playground resurfaced. As a precautionary measure in case drainage issues were apparent, Staff asked for unit price costs in a schedule of values as part of the bid for drain lines and catch basins.

Staff requested a quote to address these drainage issues specific to Falconridge Playground by adding:

- 150 LF of corrugated drain tile at \$20/LF \$3,000
- Two new catch basins \$ 650

Knitter said the change order amount matches the unit price schedule of values in the bid, and that this work is a much-needed improvement to the playground to ensure the new playground surfacing drains effectively and is more usable after heavy rain events. The additional costs will be allocated from the 2022 capital replacement fund which is never fully expensed in a fiscal year due to the large number of projects to complete without enough staffing to manage their bid/proposals, administration and project management.

Staff recommended the Board consider authorizing Change Order #1 to Hacienda Landscaping, Inc.'s contract for a net increase of \$3,650.00 to the 2022 Playground Surface Replacement Project, CRP#22-04c, for additional drain tile and catch basins at Falconridge Park Playground.

MOTION by Mahoney and seconded by Kranz to authorize Change Order #1 to Hacienda Landscaping, Inc.'s contract for a net increase of \$3,650.00 to the 2022 Playground Surface Replacement Project, CRP#22-04c, for additional drain tile and catch basins at Falconridge Park Playground.

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

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

Knitter then discussed the following informational items:

- The Windy Point Park Shelter roof was installed June 21st and column wraps will be installed shortly
- Staff continues to work with Hitchcock Design on the Town Centre Park - Schematic Design and OSLAD Grant Application. Staff is anticipating a Fall submission deadline.
- Nicor Easement Bikeway Connector Development Project: The May rains slowed down work at the site. During initial excavation for the path the depth of topsoil was determined to be greater than anticipated, resulting in the need for additional excavation and additional stone in order to build a structurally stable path. To date the path has been fully excavated and stone was in the process of being installed to the appropriate subgrade elevations when the project became delayed as a result of the local quarry workers strike. The strike has effectively eliminated local access to aggregate products and byproducts including asphalt. Assuming resolution of the strike and favorable weather Staff anticipates the contractor will require approximately one week to complete the remaining work.
- Hawthorne Hill Woods - Culvert Repair & Path Development Project: Staff will reissue the project for bid on June 23rd as two separate contracts broken apart by scope. Phase 1 will address the two proposed culvert replacements and Phase 2 will cover the development of the asphalt path including the necessary tree removals.
- Rotary Pollinator Garden: On Thursday, June 2nd the volunteers planted a roughly 400-square foot pollinator garden consisting of more than 300 native plantings at the south end of the existing naturalized infiltration basin at 83rd Street Park.
- Verde Energy Efficiency Experts has ordered all of the fixtures for the 2022 Maintenance Facility LED Light Project. Staff anticipates this project being completed in September.
- On June 9th Janes Skate Park was tagged with an extensive amount of graffiti. The skate bowl walls, picnic tables and concrete surfaces were all painted with inappropriate language and random words. Staff spent half a day cleaning and power washing the area and had the Park ready for that evening's Skate Park special event.

- Castaldo Park turf between the playground & pedestrian path was aerated, seeded, fertilized and blanketed to establish a new stand of grass in this area. The District worked with Advanced Turf Care and developed a program to re-establish this turf.
- Hobson Splash Pad opened Memorial Day weekend without issue. Unfortunately, Staff recently discovered one of our new leaper heads is malfunctioning and is working with the manufacturer to get the unit replaced. The leaper should be under warranty.

Knitter closed her report providing staffing updates.

Commissioner Kranz asked if the 63rd Street Park water fountains were turned on, as she has had people tell her they are not on. Knitter said that there is an issue with the fountain at the park and that Staff is working on repairing it.

Golf Course

Executive Director Adams shared that Village Greens is in its peak season busy with full tee sheets and outings. He reported that Maintenance has lost three staff members and finding labor is a challenge.

Aquatics & Recreation

Superintendent of Recreation Don Ritter opened the Aquatics & Recreation Report introducing Nick Bacarella, the District's recreation summer intern. He shared his background and what he will be doing while at the District.

Ritter then discussed his informational items:

- Cypress Cove opened on Saturday, May 28th. The Aquatic Manager is working to complete hiring for the season. Lifeguards are still being trained in hopes to be fully staffed by end of June. Certain amenities of the facility may be closed throughout the weeks until fully staffed. Staff will rotate amenities and cut as minimally as possible to ensure overall safety.
- The WSA spring soccer season concluded on June 11th. Registration deadline for the fall season is June 15th. To date 173 participants registered for fall soccer compared to 93 at this point last year.
- The Skate Park Contest and the Movie Under the Moon events scheduled for June 10th were both cancelled due to rain.
- Ritter thanked the Maintenance Staff for cleaning up at the graffiti so quickly at Janes Avenue Skate Park, as previously mentioned by Knitter. Executive Director Adams added that it is general practice to remove all graffiti within 24 hours.
- The annual Kids Thrill at the Hill special event was scheduled on May 22nd at Hawthorne Hill Woods after a two-year hiatus. Weather turned out to be much better than what was forecasted and the 115 participants enjoyed the many fun challenges during the one-mile course.

4. a. Ritter closed his report with his only action item, Cypress Cove Spray Play Pump Motor VFD Replacement Unit, AMSP #22-08c

Ritter reported that while starting up the filtration system to for the Spray Playground, a bleed line erupted with water that hit the variable frequency drive (VFD) for the filtration system. The water shorted out the VFD rendering it irreparable. Aquatic Maintenance Staff received a proposal from ABC Mechanical, LLC for replacement of the VFD for \$4,875.14. The Executive Director approved the proposal on May 26, 2022 in order for the Spray Playground to be operational for opening weekend.

Staff recommended the Board ratify the Executive Director's decision to approve a proposal with ABC Mechanical, LLC for the replacement of a variable frequency drive (VFD) for \$4,875.14 for the Cypress Cove Spray Play Pump Motor VFD Replacement Unit, AMSP #22-08c.

MOTION by Coleman and seconded by Mahoney to ratify the Executive Director's decision to approve a proposal with ABC Mechanical, LLC for the replacement of a variable frequency drive (VFD) for \$4,875.14 for the Cypress Cove Spray Play Pump Motor VFD Replacement Unit, AMSP #22-08c.

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

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

Marketing & Community Engagement

Superintendent of Marketing & Community Engagement Megan Romano shared the latest registration and on-line numbers.

Romano then reported the following:

- Account Creation Update: 1,789 accounts were created in May (1,210 online, or 67%). Of the total accounts created, 15.8% were duplicates. This is slightly lower than the running average of duplicates created since the District opened up online account creation in December 2021 (overall 16.5% have been duplicates since then). On Cypress opening weekend there were 505 accounts created between 5/27-5/30. Of these, 81.8% were created online.
- Cypress Cove Signage & Marketing: Staff designed menu decals and facility signage. A big marketing push occurred the week before opening day to encourage online season pass purchases and general information about hours and admissions.
- Staff designed new Jubilee event signage with the new logo including new beer tent signage and a welcome banner. The marketing department also designed and ordered directional signage and participant t-shirts and cups for the Beer & Donut Dash
- Marketing staff attended many special events and programs in May and early June to capture pictures including the 83rd Street Pollinator Garden ribbon-cutting, Ide's Grove West Park Community Planting Day, Kids Thrill at the Hill, Preschool Graduation, Girls Softball League game and Stories in the Park

Safety Committee

No report

CONSENT AGENDA

F.1.- 17. 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 Venouziou to approve Consent Agenda Items #1 for approval of May 17, 2022, Regular Board Meeting Minutes and Consent Agenda Items #2 - #17 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount of \$1,429,226.56

1. Regular Board Meeting Minutes May 17, 2022
2. Vendor Payment & Payroll Ratification Report (5/13/22 – 6/16/22).....\$1,429,226.56
3. AMSCO, Emergency HVAC Cooling Unit Replacement Project – Eng. Services, Payout #1\$6,300.00
4. Cody/Braun & Associates, LLC, FHCC Office Cubical Conv. Proj. – Arch, CDP #22-04ca,
Payout #2\$4,000.00
5. Graf Tree Care. – 2022 Natural Area Maintenance, MSP #22-02pc, Payout #1\$2,160.00
6. Hacienda Landscaping, Inc., Ide's Grove West – West Fence Removal, Payout #2 (Final)\$4,500.00
7. Hacienda Landscaping, Inc., Windy Point Park – Shelter Replacement Project, MSP #21-17c,
Payout #1\$59,813.10
8. Hitchcock Design Group, Town Centre Park - Schematic Design/Grant Ap., CA#22-01pc,
Payout #1\$4,816.73
9. Living Waters Consultants, Inc., Hawthorne Hill Woods Culvert Repair – Eng., CA #20-02pc,

Payout #14	\$3,240.00
10. Pavement Systems, Inc., 2022 Asphalt Resealing Project., CRP#22-03c, Payout #1	17,375.04
11. Reinders, Inc., Toro Groundsmaster 4700 (Rough Turf) Mower Purchase, VGCRP #21-2c, Payout #1 (Final)	\$92,903.46
12. Temperature Equipment Corp., Emergency HVAC Repair – Condensing Unit Purchase, Payouts #1-#4	\$26,075.00
13. UMB Bank, Refunding Debt Certificate Series 2020, Interest Payment	\$99,881.25
14. UMB Bank, Debt Certificate Series 2021, Interest Payment.....	\$31,053.75
15. UMB Bank, General Obligation Limited Tax Refund Park Bond Series 2015B, Interest Payment	\$12,431.25
16. UMB Bank, Debt Certificate Series 2015C, Interest Payment	\$18,100
17. UMB Bank, Debt Certificate Series 2014, Interest Payment.....	\$48,200

President Cohen requested a roll call approving consent agenda items #1 through #17.

Upon a roll being called:

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

EXECUTIVE DIRECTOR'S REPORT

G.1.a. Executive Director Adams opened with his first action item, approval of Ordinance No. 22-8, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures (Policies IV.1.5 Bidding, Purchasing and Contracts Policy, IV.1.6 Competitive Bidding Procedures, IV.1.7 Bid Opening Procedures over \$30,000, & VIII.3.14 Hiring Procedures)

Executive Director Adams explained that the policy revisions are related to Illinois Public Act 102-0999 increasing the bid limit to \$30,000 and a revision to the Hiring Procedures to add New Employee Mentor goals/guidelines.

Staff recommended the Board approve Ordinance No. 22-8, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures (Policies IV.1.5 Bidding, Purchasing and Contracts Policy, IV.1.6 Competitive Bidding Procedures, IV.1.7 Bid Opening Procedures over \$30,000, & VIII.3.14 Hiring Procedures)

MOTION by Mahoney and seconded by Kranz to approve Ordinance No. 22-8, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures (Policies IV.1.5 Bidding, Purchasing and Contracts Policy, IV.1.6 Competitive Bidding Procedures, IV.1.7 Bid Opening Procedures over \$30,000, & VIII.3.14 Hiring Procedures)

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

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

G.1.b. Executive Director Adams next action item was the approval of Resolution No. 22-6, A Resolution Authorizing Secretary to Make Certain Closed Session Meeting Minutes Available for Public Inspection.

Executive Director Adams explained that per the Illinois Compiled Statutes, the Board is required to review closed session minutes every six months. Typically, the Park Board reviews closed session minutes in June and December. Staff recommends the closed session meeting minutes of December 15, 2020 remain confidential and the closed session meeting minutes of November 16, 2021; January 18, 2021 and April 19, 2022 be made available for public.

Staff recommended the Board approve Resolution No. 22-6, a Resolution Authorizing the Secretary of the Board of Commissioners to Make Certain Closed Session Meeting Minutes Available for Public Inspection.

MOTION by Coleman and seconded by Mahoney to approve Resolution No. 22-6, a Resolution Authorizing the Secretary of the Board of Commissioners to Make Certain Closed Session Meeting Minutes Available for Public Inspection.

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

AYES: Coleman, Mahoney, Kranz, Venouziou and Cohen

NAYS: None

ABSENT: None

MOTION CARRIED.

G.1.c. Executive Director Adams final action item was the approval of Resolution No. 22-7, A Resolution Regarding Destruction of Verbatim Record of Certain Closed Meetings.

Executive Director Adams explained that per the Open Meetings Act of the Illinois Compiled Statutes, the Board may destroy verbatim recordings of closed session meetings 18 months after completion of the meeting as long as the minutes were officially approved and released for public inspection. He said the July 21, 2020 and August 18, 2020 verbal recordings of closed session meeting minutes exceeds the 18 Month Expiration for Verbatim Recordings and the meeting minutes were approved for release for public inspection per approval of Resolution No. 20-14. Note, the closed session meeting minutes of December 15, 2020 has not been released for public inspection and therefore the corresponding verbal recording is not recommended for destruction.

Staff recommended the Board approve Resolution No. 22-7, A Resolution Regarding Destruction of Verbatim Record of Certain Closed Meetings.

MOTION by Coleman and seconded by Mahoney to approve Resolution No. 22-7, A Resolution Regarding Destruction of Verbatim Record of Certain Closed Meetings.

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 moved on to his informational items reporting that Woodridge Special Events Committee (WSEC) July 4th Picnic held at Castaldo Park is cancelled. He said the Village of Woodridge notified the public of the following via their website and E-news mediums released on Friday, June 11th.

Board discussion ensued about the future of the event and the WSEC.

Executive Director Adams then discussed the Facilities Active Intruder Situations (AIS) Emergency Action Plan Initiative. He reminded the board that in 2019, the District consulted with Paul Timm from Facility Engineering Associates, Inc. ("FEA") to complete a physical security assessment of the ARC and FHCC. A report with various recommendations was submitted

in March 2019. The District instituted many of the recommendations and other recommendations continue to be assessed and debated based on most current recommended best management practices.

Executive Director Adams explained that while the District made strides with the initial 2019 assessment, updated policies, procedures, practices and guideline have evolved. The District has recently met with the Woodridge Police Department's assigned officer trained in this area to provide guidance specific to some of the District's facilities (e.g. ARC, Cypress Cove). Additionally, PDRMA is hosting a webinar presented by FEA to assist PDRMA Member agencies in determining each respective agency's readiness. Both the WPD's Leadership Team and Facility Managers will attend this program. He said following the meeting, the WPD team will be meeting in a workshop format to assess and recommend policies, procedures, practices and capital improvements, where warranted, to implement best management practices in managing a AIS.

Executive Director Adams reported that Staff identified safe evacuation facilities of where to direct patrons to go to should we ever have to evacuate one of our facilities for any emergency situation. The purpose of this is to implement some order as to where to go, provide a safe and secure environment during an AIS or emergency, account for our patrons, have access to our network/online communication resources, assist emergency responders in their efforts, and provide a communication resource for patrons to reconnect with their families.

Executive Director Adams closed his report sharing that Staff will keep the Board apprised of further developments.

COMMITTEE REPORTS

SEASPAR

Executive Director Adams shared that SEASPAR is still looking to hire inclusion aids.

JUBILEE/OKTOBERFEST

Ritter reported that this year was Jubilee's best revenue year ever, with records being set across the board – beer tent sales, carnival ticket sales and pop and water sales. He congratulated Kathi Wencewicz, Jubilee Chair, on a job well done. He shared that there were some issues with long lines at the food vendors, as this year's event did not have as many vendors as in the past. Staff is already brainstorming ideas for next year's event.

President Cohen asked what happens in the event of a revenue surplus? Ritter said all losses and revenues are split evenly with the Village.

Ritter then shared that planning for Oktoberfest is already underway.

PDRMA

No Report

EX-OFFICIO REPORTS

Plan Commission

No Report

Chamber of Commerce

No Report

Affiliated Athletic Associations

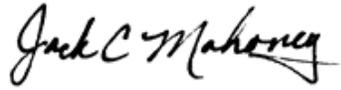
No Report

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 8:02 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, stylized "J" and "M".

Jack Mahoney, Secretary