

WOODRIDGE PARK DISTRICT
Fred C. Hohnke Community Center
Regular Board Meeting
October 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, Ravasio, Ritter, Romano, Webber, Widloe

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

D.1. Executive Director Adams opened the report Congratulating President Cohen on his five-year anniversary as a Board member. He shared that President Cohen was appointed to the board when Commissioner Joe Kubal retired and thanked him for the work he has done on behalf of the District.

President Cohen then congratulated Andrew Grabavoy, ARC Assistant Facility Manager, on his 5th anniversary with the District and deferred to Executive Direct Adams. He shared that has been with the ARC since its early opening days and always has a great attitude toward work.

D.2. President Cohen mentioned that the IAPD annual meeting is scheduled for Saturday, January 28, 2023 at 3:30 p.m. and that the Board shall certify a delegate and 1st through 3rd alternate delegates to take necessary action as a voting member at the annual IAPD board meeting. The following delegates were chosen:

- Delegate: President Cohen
- 1st Alternate: Commissioner Venouziou

President Cohen then asked Executive Director Adams to provide IAPD updates.

Executive Director Adams shared that per PA 102-1088, all local governments that levy a tax, including park districts but excluding municipalities and counties, are required to form an Efficiency Committee made up of the Board of Commissioners, two appointed residents and the Executive Director. The duties of the committee include, but are not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State. He added that the committee shall also collect data, research, and analysis as necessary to prepare the report.

Executive Director Adams said the Committee must be appointed by the Board by June 10, 2023, and the deadline to file the report is 18 months from the date the Committee is appointed. Thereafter the Committee shall reconvene and file an updated report at least once every 10 years. He added that IAPD will provide Districts with a template that includes that items that should be addressed.

President then briefly discussed recent FOIA requests and upcoming events including Haunted Forest Walk on October 21-22 and the IAPD Legal Symposium on November 3rd.

Executive Director Adams closed the President's Report reminding the board that the November 14th Board Meeting will include the annual budget meeting under the New Business portion of the meeting.

STAFF REPORTS

Finance

1.a. Superintendent of Finance & Personnel Chris Webber opened his report with his first action item, the 2023 Managed Service Agreement for IT Services.

Webber reminded the Board that in 2019 the District made the decision to pivot away from an IT employee given costs and the need to have a high-level IT company involved that could monitor the District for safety and in addition provide desktop services. With this agreement SNI provides network monitoring, desktop support, anti-virus and software licensing/cloud services. The price per month is \$4,915.75 which is still quite a bit less than what it would cost to have a full time IT employee that could do all SNI does.

Staff recommended the Board authorize staff to enter into agreement with SNI Consulting, Inc. to provide services as mentioned above for the period of January 1– December 31, 2023.

MOTION by Mahoney and seconded by Kranz to authorize staff to enter into agreement with SNI Consulting, Inc. to provide services as mentioned above for the period of January 1– December 31, 2023.

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

AYES: Mahoney, Kranz, Venouziou and Cohen

NAYS: None

ABSENT: Coleman

MOTION CARRIED.

1.b. Webber then discussed his last action item, approval of the 2023 Employee Health Benefits Plan.

Webber reviewed the plan in detail including current user statistics, the HRA account, the Employee Buy Out option, what the District funds and cost comparatives. For 2023, PDRMA has determined premium changes on average as follows – the HMO a 6% increase, PPO 4.9% increase, Dental a .7% increase and Vision a 15.3% decrease. Staff reviewed the 17 plan options weighing benefits to employees vs the cost to both employees and the District.

Webber shared that after a thorough analysis, Staff recommends the District maintain the same HMO coverage for 2023 with a change in the PPO deductible/HRA coverage option. The following plan options and costs are recommended with Blue Cross/Blue Shield (BCBS) as the insurance provider:

Medical Coverage Options

- PPO \$3,500 deductible option with a \$3,000 HRA (District underwrites \$3,000) – Employee Cost = \$1,824.16 per life per year (5% decrease in employee share over prior year)
- HMO coverage cost to employee – Employee Cost = \$984.36 per life per year (4% increase in employee share over prior year)
- Dental Cover with Orthodontia: Employee Cost = \$111.54 per life per year (1% decrease in employee share over prior year)
- Buy-Out Option (no change):
 - 1 Life – Employee receives \$1,500 annually for not taking District Insurance
 - 2 Lives – Employee receives \$3,000 annually for not taking District Insurance
 - 3 or more Lives – Employee receives \$4,500 annual for not taking District Insurance

Vision Insurance

- Davis Vision – Gold Managed Plan – employees to cover portion of cost
- PDRMA Vision – additional vision coverage offered to employees with 100% cost assumed by employees (\$400 annual benefit)

Life Insurance

- PDRMA at \$50,000 per full time employee

Webber said when considering the 2023 proposed employee contributions Staff was cognizant of both the inflationary increases in the world and what increases may do to Staff while also weighing what is best for the District. This was one of the main drivers in changing HRA plans as by doing so overall the premium to the District will decrease by .85%. Staff is recommending that any increases in premiums or decreases in premiums be passed onto staff at the same percentage of premium in 2022.

Webber shared that in total cost comparison, again based on known current enrollment and some assumptions in coverage, an increase of \$11,995 or 2.1% is assumed for 2023. This does assume the two positions open both take family coverage so any change in those could lead to an overall decrease in cost to the District. This is driven by the PPO/HRA change which from 2022 to 2023 assumed an overall cost decrease of \$30,000 give or take.

Staff recommended the Board approve the 2023 PDRMA Employee Health Benefits Plan as presented.

MOTION by Mahoney and seconded by Kranz to authorize staff to enter into agreement with SNI Consulting, Inc. to provide services as mentioned above for the period of January 1– December 31, 2023.

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

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

Webber closed his report reviewing the District's current financials by facility.

Parks, Planning & Development

2.a Director of Parks, Planning & Development Jenny Knitter opened her report with her first action item, 2022 Fall Tree Work, MSP# 22-15pc. Knitter said Staff issued an RFP for the removal of seven trees located at four park sites, including the removal of large trees at Lake Harriet, Caddie Corner Park and Echo Point Park and the removal of trees located along a resident's fence at the Ross Drive Outlet. Staff received proposals from two contractors:

<u>Contractor Name</u>	<u>Proposal Total</u>
Family Landscaping & Treewerks	\$ 6,290.00
Steve Piper & Sons Tree Service	\$ 11,280.00

Knitter said these expenses will be covered out of budgeted funds for Tree Removal (Contracted Tree Services). Staff has extensive experience working with Family Landscaping & Treewerks on similar removal projects.

Staff recommended the Board accept Family Landscaping & Treewerks, Inc. as the low qualified proposal and approve a contract in the amount of \$ 6,290.00, for the 2022 Fall Tree Work, MSP# 22-15pc.

MOTION by Kranz and seconded by Mahoney to accept Family Landscaping & Treewerks, Inc. as the low qualified proposal and approve a contract in the amount of \$ 6,290.00, for the 2022 Fall Tree Work, MSP# 22-15pc.

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

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

2.b Knitter's next action item was the 2022 FHCC LED Light Project MSP #22-16pc. Knitter said Staff met with multiple contractors, Verde Energy who completed the Maintenance Facility LED light project, and Lead Electric, requesting quotes to convert all interior & exterior lighting, including the parking lot lights, at the FHCC to LED. Lead Electric was able to secure very favorable pricing for the project, and Knitter said different companies have different levels of incentives from ComEd based on their company profile, and the incentive pool the contractor uses as this is each company's choice. Costs are also determined by the individual company's bulb manufacturer. Many times, the company has a relationship with certain vendors that may require them to use certain bulbs that may result in changes to the value of the incentive.

Knitter said Staff reached out to multiple Districts who have used Lead Electric before and had taken advantage of the ComEd incentive program and learned that all of them had great experiences with little to no cost from their districts on projects as high as \$1.1 million dollars. The program is especially appealing at this time as ComEd is offering an additional bonus incentive which keeps the cost low. Incentives come and go and the incentive dollars are on a first come first serve basis. She added that converting to LED lights will cut energy usage in half. The proposal was shared with the District's legal department who provided approval in moving forward.

Contractor Name	Proposal Cost	Utility Incentives/Discounts	Total
Verde Energy	\$70,358.24	-\$34,421.55	\$35,936.69
Lead Electric	\$71,803.84	-\$71,646.12	\$ 115.87

Knitter added that just prior to the meeting Lead Electric notified Staff that their quote had dropped to \$115.87. She then shared that the motion for the Project does include verbiage allowing the Executive Director to consider and approve additional contract agreements for other District facilities and parks such as but not limited to Village Greens, Cypress Cove and Janes Avenue Park. She said that while the LED lights are not suitable for athletic fields they are ideal for pathways and shelters.

Staff recommended the Board accept the low proposal from Lead Electric and approve a contract agreement in the amount of \$115.87 for the replacement of the interior and exterior standard non-LED and fluorescent lighting at the Fred C. Hohnke Community Center with LED lighting for the 2022 FHCC LED Light Project, MSP#22-16pc and authorize the Executive Director to consider and approve additional contract agreements for other facility and park site LED conversion projects in accordance with Policy IV.1.4 Bidding, Purchasing and Contracts.

MOTION by Venouziou and seconded by Mahoney to accept the low proposal from Lead Electric and approve a contract agreement in the amount of \$115.87 for the replacement of the interior and exterior standard non-LED and fluorescent lighting at the Fred C. Hohnke Community Center with LED lighting for the 2022 FHCC LED Light Project, MSP#22-16pc and authorize the Executive Director to consider and approve additional contract agreements for other facility and park site LED conversion projects in accordance with Policy IV.1.4 Bidding, Purchasing and Contracts.

Commissioner Venouziou asked if Lead will be changing over all the office lights as well. Knitter confirmed that every fixture will be changed inside the FHCC.

President Cohen asked what the cost savings would be changing over to LED. Knitter said it is expected to save \$14,000 annually.

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

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

2.c Knitter's next action item was the Orchard Hill Irrigation Pump Replacement Project, CRP #22-10pc. Knitter reported that the second irrigation pump and sustaining pump that serves Cypress Cove & Orchard Hill irrigation requires replacement as a result of a rodent chewing through the "windings" of the motor resulting in pump motor failure. The 3-horsepower maintenance pump that maintains pressure will also be replaced as it is also no longer operable. Staff requested quotes from Aqua Design and Water Well Solutions, as these are the only local companies with the ability to conduct this scope of services.

<u>Contractor Name</u>	<u>Proposal Total</u>
Water Well Solutions	\$13,010.00
Aqua Design	\$14,622.50

Both companies have worked with the District prior and have excellent references.

Staff recommends Board accept the low proposal from Water Well Solutions and approve a contract agreement in the amount of \$13,010.00 for the replacement of the second irrigation pump & sustaining pump for the Orchard Hill Irrigation Pump Replacement Project, CRP #22-10pc.

MOTION by Kranz and seconded by Mahoney to accept the low proposal from Water Well Solutions and approve a contract agreement in the amount of \$13,010.00 for the replacement of the second irrigation pump & sustaining pump for the Orchard Hill Irrigation Pump Replacement Project, CRP #22-10pc.

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

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

2.d Knitter's next action item was Edgewood Baseball Field Sodding Project, MSP #22-17pc
Budget: \$24,750.00

Knitter said Staff received quotes for grading and sodding the Edgewood School baseball field infield lip area. The infield turf radius edge is about 30' beyond where it should be and needs to be brought back in to maintain its functional use for baseball/softball.

<u>Contractor Name</u>	<u>Proposal Total</u>
Hacienda Landscaping	\$17,800.00
Sportsfields	\$24,300.00

Knitter shared the District has successfully worked with Hacienda Landscaping on several projects.

Staff recommended the Board accept the low proposal from Hacienda Landscaping in the amount of \$17,800.00 for the Edgewood Baseball Field Sodding Project, MSP #22-17pc.

MOTION by Mahoney and seconded by Venouziou to accept the low proposal from Hacienda Landscaping in the amount of \$17,800.00 for the Edgewood Baseball Field Sodding Project, MSP #22-17pc.

Commissioner Mahoney asked what age level plays at Edgewood. Superintendent of Recreation Don Ritter shared that it is WAA's youngest players.

President Cohen asked if the District maintains the schools' ballfields. Executive Director Adams reported that per an IGA with School District #68, the Park District maintains all fields, grounds (turf) and funds all playground equipment replacements at schools. Board discussion ensued.

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

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

2.e Knitter's next action item was 2022 Various Park Sites - Electrical Grounding Testing Project, MSP #22-18pc. Knitter said Staff solicited quotes for the electrical ground testing of park & gazebo lighting and control panels at Orchard Hill Park, Seven Bridges Park, Sunnydale Park, Windy Point Park, Janes Ave. Park, Forest Glen Park, Castaldo Park, Echo Point Park, Hobson Corner Park and Ide's Grove East Park. These tests are completed every 5 years to ensure the lights are properly grounded.

<u>Contractor Name</u>	<u>Proposal Total</u>
Richmond Electric	\$11,900.00
Burnett & Sons Electric	\$12,398.00

Staff recommended the Board accept the low proposal from Richmond Electric in the amount of \$11,900.00 for the 2022 Various Park Sites - Electrical Grounding Testing Project, MSP #22-18pc.

MOTION by Venouziou and seconded by Mahoney to accept the low proposal from Richmond Electric in the amount of \$11,900.00 for the 2022 Various Park Sites - Electrical Grounding Testing Project, MSP #22-18pc.

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

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

2.f Knitter's next action item was a change order for 2022 Fall Landscape Tree Plantings, MSP #22-14pc. Knitter said that as a result of the recent requests of multiple residents for memorial trees to be installed this fall, Staff requested pricing for the furnishing and installation of two additional trees (1x Red Oak (\$510) at Castaldo Park and 1x Purple Beech (\$515) at 83rd Street Park. The costs of these trees have been paid in full by residents as a component of their memorial tree purchases.

Knitter said Staff completed a cost comparison of the cost to purchase and have these trees delivered for in-house installation versus the contracted price to provide to understand the cost implications to the residents. As a result of the delivery cost of \$150/hr. from Goodmark Nurseries' facility in Wonder Lake, IL, the cost for the two trees would total \$1,005. This is only a savings of \$20 (\$10/resident). This excludes the Staff time necessary for accepting a delivery and for in-house installation.

Staff recommended the Board authorize Change Order #1 to Yellowstone Landscape's contract for a net increase of \$1,025.00 to the 2022 Fall Landscape Tree Plantings, MSP #22-14pc, for the furnishing and planting of two additional trees.

MOTION by Mahoney and seconded by Kranz to authorize Change Order #1 to Yellowstone Landscape's contract for a net increase of \$1,025.00 to the 2022 Fall Landscape Tree Plantings, MSP #22-14pc, for the furnishing and planting of two additional trees.

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

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

2.g Knitter's next action item was a change order for the 2022 Asphalt Resealing Project CRP# 22-03c. Knitter reported that as a result of the cool temperatures and work being done in and around the ComEd bike path adjacent to Castaldo Park, the contractor, Pavement Systems, Inc., will not be able to complete the seal coating of this path resulting in a reduction of the scope of work. This site will be completed sometime in the future. The cost of this deduct is in the amount of \$6,033.

Staff recommended the Board authorize Change Order #1 to Pavement Systems Inc.'s contract for a net decrease of \$6,033.00 to the 2022 Asphalt Resealing Project CRP# 22-03c, as a result of the reduction in the scope of work unable to be completed this year.

MOTION by Venouziou and seconded by Mahoney to authorize Change Order #1 to Pavement Systems Inc.'s contract for a net decrease of \$6,033.00 to the 2022 Asphalt Resealing Project CRP# 22-03c, as a result of the reduction in the scope of work unable to be completed this year.

President Cohen asked when the work will be completed. Knitter said the work will be added to 2023's scheduled resealing projects.

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

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

2.h Knitter's next action item was a change order for the 2022 Emergency HVAC Cooling Unit Replacement Installation Project CRP# 22-07c-2. Knitter said the two evaporator coils and valves that were ordered for both the FHCC upstairs & downstairs air handlers as part of the HVAC project were installed with the exception of the required solenoids which have been back ordered with no future delivery date available. As a result, Monaco Mechanical, the installation contractor, was able to secure the solenoids resulting in a change order for an addition to Monaco Mechanical's contract in the amount of \$425.49.

Staff recommended the Board authorize Change Order #1 to the Monaco Mechanical contract for a net increase of \$425.49 for the 2022 Emergency HVAC Cooling Unit Replacement Installation Project CRP# 22-07c-2, for the purchase of the solenoid valves for a modified and expanded scope of services.

MOTION by Mahoney and seconded by Kranz to authorize Change Order #1 to the Monaco Mechanical contract for a net increase of \$425.49 for the 2022 Emergency HVAC Cooling Unit Replacement Installation Project CRP# 22-07c-2, for the purchase of the solenoid valves for a modified and expanded scope of services.

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

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

MOTION CARRIED.

2.i Knitter's next action item was a change order for the 2022 Emergency HVAC Cooling Unit Replacement Installation Project CRP# 22-07c-3. Knitter said as a result of Monaco Mechanical, supplying the solenoids as noted in the previous action item, there will be a deduct from TEC in the amount of \$425.49.

Staff recommended the Board approve Change Order #1 to Temperature Equipment Corp contract for a net decrease of \$425.49 as a result of the solenoid valves being supplied by others.

MOTION by Mahoney and seconded by Kranz to approve Change Order #1 to Temperature Equipment Corp contract for a net decrease of \$425.49 as a result of the solenoid valves being supplied by others.

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

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

2.j Knitter's last action item was a change order for the 2022 Emergency HVAC Cooling Unit Replacement Installation Project CRP# 22-07c-1. Knitter said she confirmed with the vendor and engineer that the previously ordered EEM Board from Temperature Equipment Corp (TEC). is not required to operate our system. This will result in a deduct from TEC in the amount of \$1,347.00.

Staff recommended the Board approve Change Order #1 to Temperature Equipment Corp contract for a net decrease of \$1,347.00 as a result of the EEM Control Board not being needed for the functional operation of the unit.

MOTION by Mahoney and seconded by Venouziou to approve Change Order #1 to Temperature Equipment Corp contract for a net decrease of \$1,347.00 as a result of the EEM Control Board not being needed for the functional operation of the unit.

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 briefly discussed the following informational items:

- The Town Centre Park - Schematic Design and OSLAD Grant Application was submitted on September 29th. Staff anticipates that IDNR will announce grant awards in summer of 2023.
- Staff met with both PDRMA's adjuster and their staff to review the Hawthorne Hill Woods, Phase 1 - Culvert Replacements Project.
- The 2022 Asphalt Resurfacing Project began on October 7th with patching of designated section of bike paths at Hawthorne Hill Woods, ComEd (between 71st & 63rd Streets) and Summerhill Park. They also began work pulverizing the path at Castaldo Park in preparation for repaving. Beginning on October 11th, the contractor began work on the repaving of the Fred C. Hohnke Community Center parking lot.
- Staff coordinated a month-long rental of a Case Forestry Mulcher at a cost of \$6,300. The equipment was identified as a part of the 2022 Environmental Management budget targeting cleanup (mulching) of downed trees remaining at Boundary Hill Woods, the natural area destroyed by the June 2021 tornado, but not covered by PDRMA.
- On October 10th Rob Auten started as the District's new fulltime Landscape Specialist

- PPD Staff supported set-up, operation and takedown of this year's Autumn Opener & Oktoberfest events. Staff is now focusing on prepping for the upcoming Haunted Forest Walk.
- Staff is working with a contractor to perform deep tine aeration at select sports fields and 83rd St. Park. This aeration technique penetrates the soil 5 to 12 inches and creates channels which allow air to penetrate the soil providing the plant roots the required oxygen needed to thrive and grow.
- Congratulations to Everardo Silva on 23 years of service to the Park District. Everardo announced that he will be retiring November 1st to spend more time with his family.

Golf Course

Executive Director Adams opened the Golf Report reminding the Board that it is a requirement of the IGA between the Village and District to have an inspection and report produced every seven years by an independent party on a periodic basis to insure the course greens, tees and fairways are being properly maintained on par with comparable facilities. He added that the inspection should have been completed in 2020 but due to Covid it was delayed until now.

Executive Director Adams reported that Dr. Derek Settle from the Chicago District Golf Association ("CDGA") who is charge of CDGA's Turfgrass Program, was commissioned to inspect the course with Superintendent Jeff Hoste. The foundation of the Turfgrass Program is to provide research-based solutions to 400 member clubs and uses three vehicles to reach turfgrass professionals: education, research, and diagnostics. In summary, Dr. Settle was impressed with the quality of the Course's maintenance program and conditioning. Specifically, he praised the ability to integrate biologicals (organic) vs synthetics (chemicals) in controlling turf disease and pests which results in a healthier overall environment. He noted the report is included in the Board Report.

Executive Director Adams shared that another stipulation of the IGA is to update the list comparable facilities included in the IGA every seven years, if warranted. He added that the memorandum sent to the Village with VGGC's recommendation to revise the list of comparable facilities is also included in the Board Report. Once the list is reviewed by the Village, the IGA will be updated to reflect the changes.

Brief discussion ensued regarding remaining number of years left in the IGA with the Village of Woodridge.

Aquatics & Recreation

Aquatic Manager Amanda Widloe opened the Aquatics & Recreation Report by presenting the Cypress Cove Family Aquatic Park FY2023 Operations & Budget Options, including the financial impacts of minimum wage increases, capital replacement items, and recommended fee increases.

Widloe shared the following:

- Due to increased expenses, capital replacement needs and mandated minimum wage increases, expenses to operate Cypress Cove the same as 2022 will increase 18%, from FY2022 projections of \$1,372,133 to \$1,628,363 for FY2023.
- On January 1, 2023 minimum wage increases from \$12 to \$13 for those over 18 years old and from \$9.75 to \$10.50 for those under 18 years old.
- There is a large number of capital replacement projects necessary to keep the aging facility safe and looking its best

Widloe presented a list of proposed capital replacement projects then reviewed the proposed fee increases. Proposed daily admission fees include a \$1 increase to main categories. Splash Parties will increase \$25 on base package fees and rentals will increase \$50 on base package fees. Proposed season pass fees for 2023 compared to 2022 include:

- A 5% increase to the Early Bird pass rates
- A 10% increase to the Preseason pass rate over the Early Bird rates
- A 15% increase to the Regular pass rate over the Preseason rates

Widloe then discussed the following four operational/budgeting scenarios:

- Scenario 1 - Fully Operational: Open June 1st – Labor Day, post season schedule to begin August 21st

General Hours: 11:30am – 7pm, Monday – Thursday & 11:30am – 6pm, Saturday & Sunday. AdvancEntry for Pass Holders at 11am

- Scenario 2 - No Post Season: Open June 1st –August 21st, no post season. General Hours: 11:30am – 7pm, Monday – Thursday & 11:30am – 6pm, Saturday & Sunday AdvancEntry for Pass Holders at 11am
- Scenario 3 - Reduced Hours: Open June 1st –Labor Day, post season begins August 21st, Cypress Cove opens 1 hour later, post season hours are reduced to 12 – 5pm. General Hours: 12pm – 7pm, Monday – Thursday & 12pm – 6pm, Saturday & Sunday AdvancEntry for Pass Holders at 11:30am
- Scenario 4 - Reduced Hours & Concessions: Open June 1st – Labor Day, post season begins August 21st Cypress Cove opens 1 hour later, post season hours are reduced to 12 – 5pm. Concessions selection is reduced to prepackaged and/or basic items to minimize staffing and supply costs. General Hours: 12pm – 7pm, Monday – Thursday & 12pm – 6pm, Saturday & Sunday. *AdvancEntry for Pass Holders at 11:30am*

Executive Director Adams noted that a number of local Districts have cut their post season hours due to staffing shortages and to save money to offset operational deficits. He then asked the Board their feedback on the four operational scenarios.

Board discussion ensued about reducing concessions and what that would look like as well as the cons of eliminating the post season.

Commissioner Kranz asked if the swim lessons were successful this year. Widloe shared that they were extremely popular and exceeded expectations.

President Cohen asked if the Party Packages are popular. Widloe said they are very popular especially with the new party structure.

After Board discussion, there was consensus to pursue Scenario #4 – Reduced Hours & Concessions. The Board also agreed on the proposed new fee structure.

President Cohen then congratulated Widloe on planning a successful Oktoberfest.

Superintendent of Parks & Recreation Don Ritter shared that the Fall soccer season concluded on October 8th. The program experienced minimal rainouts with only two games having to be rescheduled. He noted that the referee shortage continues to be an issue with many of the younger division games having to be officiated by coaches. The Fall indoor soccer season is scheduled to begin on October 22nd with 138 players enrolled compared to 131 players last season.

Ritter than shared that Staff received correspondence from three parents from our Youth Flag Football program with concerns over the behavior of one of the opposing team coaches, as well as the lack of control of the officials. Parents and coaches in the program have felt the games have become much to physical and that some players are getting hurt from the rough play. Coaches are becoming frustrated with the officiating and are becoming verbally abusive. The program is a joint program with another park district and Staff has reached out to their program supervisor to inform them of our concerns with the behavior/attitude of one of their coaches. The partnering park district staff met with the coach to remind the coach of our/their expectations of sportsmanship and behavior. Staff also contacted the referee association to request a different set of officials who have more experience and can easily maintain control of the games.

Ritter also shared there was an issue in the Softball Program with a Woodridge team having an issue with a coach from the same partnering park district. The parents are refusing to play those teams moving forward if the issue is not addressed.

Ritter closed his report sharing that Staff is busy preparing interviews for the Athletic Supervisor position. Twenty-six applications were turned in and Staff hopes to have the position filled by mid-November.

Marketing & Community Engagement

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

Romano reported that Since KIDZ Squad is celebrating its 15th year, Staff re-designed the program logo. The new logo better represents the program with illustrations of a child, ruler, pencil and backpack. Staff is planning a “birthday party” to launch the new logo and all marketing materials and webpages will be updated with the new logo.

Romano closed her report sharing that Oktoberfest brought in a total of \$4,250 in sponsorship money. Staff is working on the 2023 Partnership Program booklet to send to previous sponsors as well as the Chamber630’s marketing list.

Safety Committee

Executive Director Adams reported that on October 6th a PDRMA representative was onsite to complete PDRMA’s Loss Control Review. This year, they have changed the Loss Control Review Procedures. In the past, PDRMA would review records and policy manuals, pull personnel files and observe each department within the District. The new procedure targets areas to prevent potential liability claims. In order to determine potential liabilities, PDRMA’s team reviews the previous 5 years’ worth of claims paid out. PDRMA determined, based off our claims, to specifically target the Parks, Planning & Development Department and initiate an Injury Prevention Program. The Risk Manager, Operations Manager, and Park Maintenance Operations Manager were all questioned and two members of the Maintenance Staff were observed chipping branches in the field. Both portions of the review were successful.

Executive Director Adams said PDRMA’s outcomes included the following:

- Completing a district-wide workstation ergonomic checklist
- Creating and implementing an ergonomic policy for the District; and
- Supervisors complete and record sporadic Job Task Reinforcement and Coaching Observation checklists.

CONSENT AGENDA

F.1.- 12. 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 Item #1-3 for the approval of the September 13, 2022 Regular Board Meeting Minutes, the September 26, 2022 Special Board Meeting Minutes and the September 26, 2022 Executive Session Board Meeting Minutes, and Agenda Items #4 through #12 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount \$1,260,864.34

1. Regular Board Meeting Minutes	September 13, 2022
2. Special Board Meeting Minutes	September 26, 2022
3. Executive Session Board Meeting Minutes.....	September 26, 2022
4. Vendor Payment & Payroll Ratification Report (9/9/22 – 10/13/22)	\$1,260,864.34
5. ABC Mechanical, AMSP #22-10pc - Cypress Cove Family Aquatic Park Kiddie Slide VFD Replacement, Payout #1 (Final)	\$6,485.22
6. Chicagoland Paving Contractors, Inc. – Nicor Easement Bikeway Connector Development Project, CDP #22-01c, Payout #2 (Final)	\$ 44,489.83
7. Graf Tree Care – 2022 Natural Area Maintenance, MSP #22-02pc, Payout #5 (Final)	\$1,980.00
8. Hitchcock Design Group, Town Centre Park - Schematic Design/Grant Ap., CA#22-01pc, Payout #5..	\$11,938.60
9. Jay’s Plumbing & Sewer, VGMSP #22-02pc, VGGC Emergency Sanitary Line Collapse Repair, Proposal #2, Payout #1 (Final)	\$4,250.00
10. Monaco Mechanical, Emergency HVAC Repair – Installation, Payouts #3	\$425.49
11. Pavement Systems, Inc., 2022 Asphalt Resealing Project., CRP#22-03c, Payout #2 (Final)	\$18,412.49
12. Temperature Equipment Corp., Emergency HVAC Repair – Condensing Unit Purchase, Payouts #11	\$488.00

President Cohen requested a roll call approving consent agenda items #1 through #12.

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 began with his only action item, seeking board acceptance of the Piper Jaffray & Co. Engagement Letter to Serve as Placement Agent Underwriter for Taxable General Obligation Limited Park Bonds, Series 2023.

Executive Director Adams said in accordance with Municipal Securities Rulemaking Board (MSRB) Rule G-17 the District must acknowledge and designate a placement agent and underwriter providing any advice concerning the structure, timing, terms, and other similar matters concerning the issuance of contemplated debt issuances and refunds. He added that it is important to note that an underwriter is not an independent Municipal Advisor. He said Piper Jaffray has successfully served as an Underwriter and Placement Agent for the District for numerous past debt issuances, and their representative, Eric Anderson, is intimately knowledgeable of the District's operations, capital assets, long term capital projects and financing means.

Staff recommended the Board approve Piper Jaffray's Engagement Letter dated September 21, 2022 to serve as a Placement Agent on Contemplated Securities for the Issuance of Taxable Limited Park Bonds with Gross Proceeds of approximately \$1,025,000; and acknowledge such Disclosures Pursuant to MSRB Rule G-17 for the contemplated issuance.

MOTION by Mahoney and seconded by Kranz to approve Piper Jaffray's Engagement Letter dated September 21, 2022 to serve as a Placement Agent on Contemplated Securities for the Issuance of Taxable Limited Park Bonds with Gross Proceeds of approximately \$1,025,000; and acknowledge such Disclosures Pursuant to MSRB Rule G-17 for the contemplated issuance.

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

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

Executive Director Adams then updated the Board regarding the proposed Fourth Amendment to an Intergovernmental Agreement between the Village of Woodridge and the Woodridge Park District in Regard to the Construction and Future Build Out of the Town Centre Master Plan.

Executive Director Adams said after previous Park Board discussion, he conveyed to the Village that the District is not interested at this time to consider a buyout option to obtain full ownership rights of the property due to current financial obligations but may consider in the future should funding opportunities become available. He said he conveyed the Park District Board's recommendation that the agreement term language be pursued to include a mutual consent provision to terminate.

Executive Director Adams said the Village Administrator sought feedback from their team regarding the District's position, and he indicated that a majority of the Village Board was in support of and favored a mutually agreeable buy-out option in exchange for complete transfer of land ownership at an agreed upon future date. As such, a majority were not in support of a proposed "only by mutual consent" termination term. Moreover, the majority were in favor of a shorter-term length potential termination option term. Adams said the Village recognized and understood the minimum 27 years that would be required

under the IDNR/OSLAD grant requirement and were comfortable with that provision. After discussion at length with the Village Administrator regarding a potential buyout option concept, Adams stated the District's interest in reconsidering a buyout option would be predicated on the sale amount proposed and subject to the District's ability to financially fund over a long-term installment payment period that would not impact the District's overall future financial flexibility.

Executive Director Adams said additional discussion included the funding priority to develop the site and continued progress towards finalizing ongoing negotiation of terms of the proposed amendment since those terms would still be necessary until the Village's share of the property would be deeded to the District, which would occur after final payment of a buyout installment payment plan (TBD). The Village Administrator indicated his team would consider and propose for District consideration a buyout amount based on sound reasoning to include a potential credit in turn for the District's proposed investment to develop the property.

Board discussion ensued including what the District can realistically pay the Village for the property and the liability/indemnification issue.

President Cohen asked how this agreement will impact the OSLAD Grant. Executive Director Adams said without the updated IGA, the District may have to pull the grant application and consequently may not be able to apply for any OSLAD grant for a two-year period.

Executive Director Adams then discussed the Local Property Assessment Consortium (LPAC), which is comprised of municipalities, park districts, school district, and libraries serving the boundaries of SD#99. The group meets annually with the local Township Assessors to get updated on property assessments that will impact upcoming levies. This year's meeting was on Thursday, October 13, 2022. The Township Assessors indicated since this year is not a reassessment year, they anticipate a lower amount of property assessment appeals. Lisle Township Assessor estimates a 3.93% increase for inflationary assessed values and \$2,161,160 in new construction. Downers Grove Township Assessor estimated 1.15% increase for inflationary assessed values and \$2,657,470 for new construction. Staff is waiting for values from DuPage Township Assessor's Office.

Executive Director Adams closed his report sharing that the updated FY2022 Goals/Objectives as well as the Village of Woodridge Development Project Monthly Report was included in the Board Report.

COMMITTEE REPORTS

SEASPAR

Executive Director Adams shared that their LEVY request will remain the same as last year.

PDRMA

No Report

EX-OFFICIO REPORTS

Chamber of Commerce

No Report

Affiliated Athletic Associations

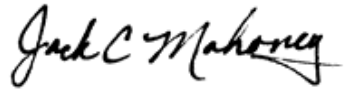
No Report

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Venouziou to adjourn the regular board meeting at 8:48 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 prominent initial "J" and a long, sweeping underline.

Jack Mahoney, Secretary