

WOODRIDGE PARK DISTRICT
Fred C. Hohnke Community Center
Regular Board Meeting
January 17, 2023



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, Mahoney, Venouziou, Kranz. Staff present: Adams, Knitter, Ravasio, Ritter, Romano and Webber

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC HEARING – BOND ISSUANCE NOTIFICATION ACT (BINA) PUBLIC HEARING

President Cohen called the public hearing concerning the intent of the Board of Park Commissioners of the Woodridge Park District, DuPage & Will Counties, Illinois to Sell Not to Exceed \$4,500,000 General Obligation Limited Tax Park Bonds at 6:31 pm.

President Cohen shared that the Notice of Public Hearing was published in the Suburban Life Newspaper on January 5, 2023 and posted on the Woodridge Park District's website and principal place of business.

President Cohen said that all persons desiring to be heard will have an opportunity to present written or oral testimony. There was neither public oral nor written testimony.

President Cohen explained that the proposed bonds are to be issued over a three-year period for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to provide the revenue source for the payment of principal and interest due on the District's outstanding Debt Certificates, Series 2014, Debt Certificates, Series 2015C, Taxable Refunding Debt Certificates, Series 2020, and Taxable Refunding Debt Certificates, Series 2021, and to make payments to the Village of Woodridge, Illinois, pursuant to an intergovernmental agreement for park purposes with said Village and for the payment of the expenses incident thereto.

President Cohen asked if there were any discussion and or additional comments from the Park Commissioners or Staff. There were none.

President Cohen asked if there are any residents or members of the public at the meeting that wish to provide oral or written testimony concerning the proposed issuance of the General Obligation Limited Park Bonds. There were none.

President Cohen then asked if the District received any written or other type of correspondence regarding the proposed issuance of the General Obligation Limited Park Bonds. Executive Director Adams said there was none.

With all persons desiring to be heard given an opportunity to present oral and written testimony regarding the proposal to issue the Bonds, President Cohen then asked if there was a motion to adjourn the Bond Issuance Notification Act hearing.

MOTION by Mahoney and seconded by Venouziou to adjourn the Bond Issuance Notification Act hearing.

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

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

MOTION CARRIED.

The Bond Issuance Notification Act hearing adjourned at 6:35 pm.

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

President Cohen opened his report congratulating Emi Elliott, Fitness Instructor (PT), on her 5th anniversary with the Park District. Deputy Director Don Ritter shared that Elliot started out as an ARC member then transitioned into an instructor.

President Cohen then shared that the annual IAPD/IPRA Conference is scheduled for January 26th – January 28th.

Executive Director Adams then said that the IAPD Annual Report is included in the Board Packet. He then reported that the District has seen an increase in people requesting the list of 2023 Board Candidates which has never happened before.

President Cohen closed his report sharing that the Board & Staff reception on January 13th was a great success then reviewed upcoming District events and meetings.

STAFF REPORTS

Finance

Superintendent of Finance & Personnel Chris Webber opened his report sharing he did not have any action items this month.

Webber then noted that since the November 14, 2022 Budget Workshop there have been some changes to the budget. He also noted that the Park Maintenance Operations Manager is moving from a non-exempt to exempt status and the pay was reflective of that transition. He then shared budget specific revisions are detailed in the report and provided highlights since the budget workshop held in November 2022:

- The budget increased from \$19,181,478 to \$19,420,231. The main increase was due to changes in the CRP program with the now scheduling of park improvements at Edgewood School and Murphy School which School District #68 is going to share in the costs estimated at \$200,000 in total.
- Increase of General Fund Revenues by \$16,250 based on year-end actuals and 2023 projected performance with replacement taxes and investment income.
- Increase in insurance now that employees have selected medical plans – this number also includes insurance costs assuming the new employee in PPD will take a family plan which we do to be conservative.
- Light repairs increased by \$16,500 to repair issues that were noted during recent ground testing of park lights systems.
- At the ARC the plan is to have three IMRF Assistant Facility Managers which will allow for more flexibility in scheduling and hopefully employee retention as the District has lost employees that previously needed more hours.

Executive Director Adams noted that the ARC AFM positions are funded through facility generated revenue from fees and charges and not property taxes.

Webber reported that the Budget approval will take place during Executive Director Adams' report later in the meeting and once approved, the final budget will be posted on the District's website.

Webber then said that at the IPRA Professional Development School that some District staff attended in November, one the speakers/trainers was Annie Frisoli from Creating Community – Everyday. Staff that attended felt having her come to the District to train management staff would be extremely beneficial at both a professional and personal level. Staff reached out to Ms. Frisoli and she will be training Staff on February 24th covering the topic "Conflict is Not a Bad Word." The highly interactive training session will focus on not running from conflict as it is inevitable but rather understanding on how conflict,

when handled properly, can create an atmosphere of creativity and innovation. Management level staff and Recreation Supervisors will be required to attend while making it optional to all other Full Time and Permanent Part Time 1 employees.

Webber closed his report briefly reviewing the District's monthly financials.

Parks, Planning & Development

2.a. Director of Parks, Planning & Development Jenny Knitter opened her report with her first action item, Park Contract Mowing Services, MSP #23-04c. Knitter said that as presented as part of the 2023 proposed budget presentation in November, Staff analyzed current mowing operations and determined that several advantages can be gained by phasing in contract mowing of 20% of park district properties. These advantages include reducing quantity and reliance on limited seasonal staff labor (seasonal staff work an average of 10-weeks for a 30-week mowing season), reduce equipment maintenance and wear and tear, reduce the District's future CRP financial re-investment related to mowing fleet replacements and provide additional time for staff to complete other more skilled and trained tasks. She then reviewed the Bid schedule.

Staff recommended the Board authorize Staff to bid the 2023 Various Park Contract Mowing Services, MSP #23-04c.

MOTION by Mahoney and seconded by Venouziou to authorize Staff to bid the 2023 Various Park Contract Mowing Services, MSP #23-04c.

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's next action item was Contract Landscape Maintenance Services, MSP #23-06c. Knitter said Staff plans to solicit bids for the scope of contracted services to include weed control of all landscape beds and mulched tree rings at 30 park sites and the ARC to be conducted twice monthly from April 1 – September 30, 2023. The bid will also include pricing for the same scope of work to be conducted at Cypress Cove from April 1 – August 31, 2023. The bid will also include an option to extend the contract annually for an additional two years.

Staff recommended the Board authorize Staff to bid the Contract Landscape Maintenance Services, MSP #23-06c.

MOTION by Coleman and seconded by Kranz to authorize Staff to bid the Contract Landscape Maintenance Services, MSP #23-06c.

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

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

2.c. Knitter's next action item was the 2023 Lining Machine Replacement Purchase, CRP #23-02c. Knitter reported that Staff plans to solicit bids for the scope of the replacement of a field lining machine for soccer and baseball field lining. The District's 2012 manual field lining machine was up for replacement per the CRP in 2019 but Staff opted to continue to utilize the machine as the unit was still operating and in fair condition, but electrical, battery and paint clogging issues has since made it unreliable.

Knitter said the District is seeking to replace it with a Global Positioning System (GPS) operated lining machine. The product that is being specified, or approved equal, is equipped with a GPS system that will allow the unit to be programmed to line and lay out selected sized soccer fields in a much more efficient manner. This automated machine will provide straight lines and square fields once programmed. Previously, field layouts would require two or three Staff compared to now only needing one staff member once equipment is properly programmed. She added that another advantage to this automated product is while the machine is lining, Staff can inspect and/or repair other athletic field/park conditions within the park site. The specified product will also provide the ability to program in logos and have the unit line them out.

Knitter reported that she spoke with other Districts that purchased the GPS lining machine and they were all extremely satisfied with it.

Staff requested Board authorization to bid the 2023 Lining Machine Replacement Purchase, CRP #23-02c.

MOTION by Coleman and seconded by Venouziou to authorize Staff to bid the 2023 Lining Machine Replacement Purchase, CRP #23-02c.

Commissioner Mahoney asked how much the GPS lining machine will cost. Knitter said the price is approximately \$45,000 but based on life expectancy/depreciation, the labor savings over a traditional lining machine would be greater.

Commissioner Coleman asked if any purchasing co-ops offer the GPS lining machine. Knitter said at this point none of them offer it.

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

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

2.d. Knitter's next action item was the 2023 Prescribed Burns, MSP #23-01pc. Knitter said Staff received proposals for the contracted completion of prescribed burns at five sites: Orchard Hill Park, Triangle Park, Vicente Outlots A & D and Heritage Parkway. These sites are larger, more complicated burns that require more equipment and Staff than the District has available. These project sites will be available for contractors to conduct work beginning January 23, 2023, with all work to be completed by May 30, 2023. If the contractor is unable to complete the burns in this designated timeframe, the District may either extend the contract for the following burn season (fall 2023) or close the contract. Four contractors submitted proposals for this work. One contractor's proposal was rejected as they declined to submit pricing for multiple sites.

Proposals Received

Integrated Lakes Management (ILM)	\$ 15,320.00
Tallgrass Restoration LLC	\$ 31,860.00
Pizzo & Associates Ltd.	\$ 67,096.96
Bedrock Earthscapes LLC	\$ 1,800.00-(Incomplete Proposal)

Knitter said Staff recently worked successfully with ILM in native area maintenance and pond aeration work, recently. Staff also called references of districts using them for prescribed burns which were also positive.

Staff recommended the Board accept Integrated Lakes Management's proposal and approve a contract in the amount of \$15,320.00 based their proposal dated December 7, 2022, for the 2023 Prescribed Burns, MSP #23-01pc.

MOTION by Mahoney and seconded by Venouziou to accept Integrated Lakes Management's proposal and approve a contract in the amount of \$15,320.00 based their proposal dated December 7, 2022, for the 2023 Prescribed Burns, MSP #23-01pc.

Commissioner Mahoney asked why the cost differential was so wide. Knitter said scheduling and staffing may have played a part in it.

Commissioner Coleman asked if Staff double checked ILM's proposal to make sure they didn't miss anything. Knitter said all proposals were reviewed and noted that sometimes if a vendor doesn't need the work they may intentionally bid high.

Commissioner Cohen then asked if ILM is bound by prevailing wages. Knitter replied that landscape maintenance companies are not bound to follow them.

Executive Director Adams added that the company will submit a bid bond that covers the District.

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.e. Knitter's next action item was Natural Area Tree Removals, MSP #23-02. Knitter reported that Staff inspected natural area sites for trees that present safety concerns to park users or adjacent properties, and a total of 16 trees were identified at three sites including Boundary Hill Woods (8), Lake Carleton (4) and Timber's Edge (4). Staff solicited proposals and three were received. This project is tentatively scheduled to begin January 23, 2023, with all work to be completed by March 31, 2022.

Proposals Received

Steve Piper and Sons Tree Service	\$ 5,500.00
Family Landscaping & Treeworks	\$ 6,185.00
Davey Tree Expert Co.	\$ 6,570.00

Staff recommended the Board accept Steve Piper and Sons Tree Service's proposal and approve a contract in the amount of \$5,500.00 based on their proposal dated December 6, 2022, for the Natural Area Tree Removals, MSP #23-02.

MOTION by Coleman and seconded by Mahoney to accept Steve Piper and Sons Tree Service's proposal and approve a contract in the amount of \$5,500.00 based on their proposal dated December 6, 2022, for the Natural Area Tree Removals, MSP #23-02.

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

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

2.f. Knitter's final action item 2023 Forklift Replacement Purchase, CRP #23-03c. Knitter shared that the District's 1990 Hyster forklift, which was purchased used in 2005, was up for replacement in 2015 as part of the CRP program. At that time the District opted to push the replacement as the lift was still running strong. The time has come for replacement and after reviewing new and used costs. Staff recommended purchasing a new 2023 Mitsubishi FGC25N 5,000 lb. capacity LP cushion tire forklift from Equipment Depot. Equipment Depot is able to provide favorable cooperative bid pricing through a Sourcewell contract. Anticipated delivery is April of 2023.

Staff recommended the Board accept Equipment Depot, an authorized Mitsubishi vendor, as the low qualified bid secured from Sourcewell Cooperative Purchase Program and approve a purchase order in the amount of \$33,283.21, for the purchase and delivery of a 2023 Mitsubishi FGC25N 5,000 lb. capacity LP cushion tire forklift for the 2023 Forklift Replacement Purchase, CRP #23-03c.

MOTION by Coleman and seconded by Mahoney to accept Equipment Depot, an authorized Mitsubishi vendor, as the low qualified bid secured from Sourcewell Cooperative Purchase Program and approve a purchase order in the amount of \$33,283.21, for the purchase and delivery of a 2023 Mitsubishi FGC25N 5,000 lb. capacity LP cushion tire forklift for the 2023 Forklift Replacement Purchase, CRP #23-03c.

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 then addressed her informational items, sharing that Staff reviewed PDRMA's coverage offer for the Hawthorne Hill Woods, Phase 1 - Culvert Replacements Project with the project engineer on December 12th, in preparation for issuing a response seeking further clarification and, where appropriate, a higher degree of coverage from PDRMA for items that were offered for only partial coverage or that were denied in full.

Regarding the 2023 School Playground Replacements Project, CRP #23-01c, Knitter reported that following discussions between both School District and Park District Staff in 2022, School District #68 committed to sharing in the cost of upcoming school playground replacements allocating \$200,000 for playground redevelopments at Murphy and Edgewood Schools. This \$200,000 cost sharing in 2023 will allow the Park District to improve overall quality of playgrounds and reduce its financial burden as equipment and labor costs continue to rise.

Knitter added that the contribution will also result in a more equitably balanced IGA between both agencies when comparing maintenance services provided to school sites by the Park District verses utilizing school sites for recreation programming on a limited basis. The supplemental funding will also allow WPD to enhance these playground areas in line with the District's typical park developments with the addition of site furnishings (benches and trash receptacles) and the planting of shade trees.

Knitter noted that during the planning process, Staff identified significant (20+ weeks) product lead times from many of the major U.S. based playground manufacturers. On January 6th, staff issued an RFP to playground manufacturers for designs for new playgrounds at Murphy and Edgewood Schools, with Design proposals due on February 2nd. Staff will review the submitted designs narrowing those submittals to a short list that will be voted on via SurveyMonkey by the respective student bodies. Subject to the equipment selected and that particular product's lead time, Staff may request authorization to issue a purchase order for the equipment as early as February, 2023. The site work would then be bid later this spring with all site work intended to be completed during School District #68's summer break.

Commissioner Venouziou asked how many schools after Murphy and Woodridge need their playgrounds replaced. Knitter said the Goodrich School playground is due for replacement in the near future.

Further Board discussion ensued regarding the amount of existing Park District resources invested on the school sites related to annual maintenance services (e.g. mowing, field lining, etc.) and capital investments compared to the Park District's programmed current use of the school sites and school gymnasiums/space per the existing IGA, since the ARC was opened. Staff noted that the Park District continues to use school gyms and athletic fields but not to the frequency the District did prior to the opening of the ARC.

Knitter closed her report sharing that the LED light replacement project has been completed at both Cypress Cove & Village Greens.

Golf Course

Executive Director Adams said that in the off-season the golf course has been hosting wedding/baby showers and private parties and prepping the course and facility for opening day.

Aquatics & Recreation

Superintendent of Recreation Don Ritter had no action items and shared the following informational items:

- Cypress Cove job applications opened online Tuesday, January 3, 2023. Open positions include Concessions, Deck Attendant, Guest Services, Lifeguard, Swim Instructor, Maintenance Staff and Support Staff.
- Early bird season pass sales will be Wednesday, March 15 through Friday, April 14, 2023
- The Woodridge Soccer Association held its first meeting with the new board on January 8th.
- All leagues are underway. The Youth Volleyball Leagues is very popular with 146 players registered compared to 84 a year ago.
- The ARC was busy during the school winter break with a variety of sport camps including basketball, volleyball, softball, and soccer. The Winter Wonder Camp was also held with 78 kids registered. Additional Open Gym and Turf hours were also available during the school break and attracted 832 kids over eight days of open gym.
- The Totschool Book Drive held in November collected 540 books which were donated to Bernie's Book Bank.
- More than 900 letters were sent out to all Fitness members informing them of the monthly membership increase effective February 1, 2023. He said many members are converting their monthly memberships to annual memberships to take advantage of the annual discount. Executive Director Adams recognized the Marketing & Community Department for the great job did putting all the marketing materials together alerting members to the upcoming changes.

Ritter closed his report sharing that the Fitness Center will be receiving a new Elliptical Machine to demo for about three weeks. The 2023 budget includes replacing all the elliptical machines.

Marketing & Community Engagement ("MCE")

Superintendent of Marketing & Community Engagement Megan Romano opened her report reviewing the December 2023 registration numbers. She then shared that in support of the 2023 Fitness Center price increases the MCE department updated websites, manuals, forms and ActiveNet with the new pricing for 2023. This also entailed targeted communication to ARC fitness members, regular open gym users and previous park shelter renters. Letters and emails were mailed/sent to current resident fitness members to inform them of the price increase and 5 free guest passes will be uploaded to their accounts. Additional marketing for the new ARC membership pricing structure included facility signage, website graphics, social media posts and e-blasts.

Romano closed her report noting that the number of gift cards sold in 2022 nearly tripled compared to last year. The marketing department heavily promoted gift card purchases in November and December 2022 with email marketing, facility signage, social media posts and a free Chamber advertisement. Marketing also designed and ordered holiday stickers for gift card purchases.

Safety Committee

Executive Director Adams shared that Amanda Widloe, the Risk Manager, met with Paul Timm of Facility Engineering Associates (FEA) on January 5, 2023 for the Active Intruder/Shooter (AIS) assessment of the Maintenance Building, Cypress Cove and Village Greens.

CONSENT AGENDA

F.1.- 6. 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 Coleman and seconded by Mahoney to approve Consent Agenda Item #1 for the approval of the December 20, 2022 Regular Board Meeting Minutes, and Agenda Items #2 through #6 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount \$788,567.19

1. Regular Board Meeting MinutesDecember 20, 2022
2. Vendor Payment & Payroll Ratification Report (12/10/22 – 1/12/23)..... \$788,567.19
3. FMX, LLC, Annual Subscription - Computer Maintenance Management System, Payout #1 \$7,739.87
4. Hitchcock Design Group, Town Centre Park - Schematic Design/Grant Ap., CA#22-01pc, Payout #8 \$861.00
5. Living Waters Consultants, Inc., Hawthorne Hill Woods Culvert Repair – Engineering Services, CA #20-02pc, Payout #18..... \$880.00
6. Williams Associates Architects, Ltd., Orchard Hill Baseball Field Core Area Safety Netting, Schematic Design Architectural Services, CA#22-03pc, Payout #2..... \$2,384.00

President Cohen requested a roll call approving consent agenda items #1 through #6.

Upon a roll being called:

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

EXECUTIVE DIRECTOR'S REPORT

G.1.a. Executive Director Adams opened his Board Report with the first action item, Mission Statement & Strategic Goals Approval. Executive Director Adams reminded the Board that at the Regular Board Meeting Budget Workshop held on November 14, 2022, staff presented for review and discussion of the District's mission statement, long strategic agency goals and core values. No revisions were recommended based on the recent feedback obtained during the 2021 Strategic Master Planning process.

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

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

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

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

G.1.b. Executive Director Adams next action item was the FY2023 Annual Sub-Goals & Objectives Approval. Executive Director Adams explained that at the Budget Workshop held during the Regular Board Meeting on November 14, 2022, Staff presented for review and discussion the recommended FY2023 Annual Sub-goals and Objectives. Annually, Staff completes a comprehensive assessment process of all District provided services within each department and in accordance with the District's long-term strategic goals in order to identify issues, enhance service and determine unmet needs.

Executive Director Adams then reviewed the new sub-goals that were added after the Budget Workshop.

Staff recommended the Board approve the FY2023 Annual Sub-goals and Objectives as presented.

MOTION by Mahoney and seconded by Venouziou to approve the FY2023 Annual Sub-goals and Objectives as presented.

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

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

G.1.c. Executive Director Adams next action item was the FY2023 Organization Chart Approval. Executive Director Adams reported that the Board last approved the organizational chart at the January 18, 2022 Regular Board Meeting. The following recommended revisions for 2023 were made at the Budget Workshop, which includes the following additions:

- (1) Part-time Landscape Designer/Planner.
- (1) Full-time Park Maintenance.
- (1) Part-time Park Maintenance.
- (1) Part-time FHCC Building Attendant

The following positions are recommended to be deleted:

- ARC Kidz Club Counselor

Staff recommends the Board approve the organizational chart for FY2023 effective January 1, 2023.

MOTION by Mahoney and seconded by Venouziou to approve the organizational chart for FY2023 effective January 1, 2023.

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

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

G.1.d. Executive Director Adams next action item was the FY2023 Salary & Wage Scale Approval. Executive Director Adams said that Board reviewed details regarding the revised salary range methodology impacting various positions at the Budget Workshop held at the November 14, 2022 Board meeting. He added that the District assesses full-time salaries every other year on the odd year and part-time wages on the even year. Part-time/seasonal wage ranges were adjusted to reflect the statutory minimum wage increase to \$13 per hour for any employee 18 year of age or older and for employees under 18 an hourly rate of \$10.50.

Staff recommended the Board approve the FY2022 Salary & Wage Scale effective January 1, 2023.

MOTION by Coleman and seconded by Mahoney to approve the FY2022 Salary & Wage Scale effective January 1, 2023.

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

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

G.1.e. Executive Director Adams next action item was the FY2023 Capital Improvement Program (CIP) Funding Plan

Approval. Executive Director Adams reminded the Board that at the Budget Workshop on November 14th, the Board reviewed and discussed in detail the proposed funding plan to fund the FY2023 Capital Improvement Program (CIP) which consists of the Capital Development Program (CDP | Fund 44), Capital Replacement Program (CRP – Fund 11), Aquatic Capital Replacement (Aquatic CRP | Fund 07), Athletic Recreation Center Capital Replacement Program (ARC-CRP | Fund 13), Village Greens Golf Course Capital Replacement Program (VGGC-CRP) and American w/ Disabilities Transition Plan Capital Program (ADA | Fund 19).

Executive Director Adams said there have been no changes since the Budget Workshop and noted that the Town Centre Plan is pending on the OSLAD Grant. He briefly reviewed the major highlights of the plan and where the funding source.

Staff recommended the Board approve the Capital Improvement Program (CIP) Funding Plan for FY2023 as presented.

MOTION by Mahoney and seconded by Venouziou to approve the Capital Improvement Program (CIP) Funding Plan for FY2023 as presented.

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

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

G.1.f. Executive Director Adams next action item was approval of Ordinance No. 23-1, An Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2023, and Ending December 31, 2023.

Executive Director Adams said that the combined annual budget and appropriation ordinance appropriates the monies that are necessary to cover the projected expenses and liabilities the District may incur in its next budget year. The appropriations serve as an upper limit on what may be spent during the current fiscal year. It is essentially a statement of the maximum amount that could conceivably be spent if sufficient funds were available. He added that the appropriation for each budget line item typically exceeds the budgeted amount by 15% on average to ensure Staff has some leeway in spending based on unforeseen expenses and/or expenditure fluctuations. However, due to unknown spending impacts caused by the Covid-19 pandemic, inflation, significant equipment/commodity price increases, and increased equipment repair costs due to extending life cycle caused by significant long lead times for replacement equipment; several line item appropriations may reflect a larger appropriation percentage. Also, some items may exceed the 15% based on unknown volatility of the certain budget items (e.g. maintenance & repairs, legal services, utilities, etc.). The overall average appropriation percentage increase is 25%.

Executive Director Adams said per state statutes the District is required to approve a budget and appropriations ordinance within the first quarter of the fiscal year. A tentative budget and appropriation ordinance for fiscal year beginning January 1, 2023 and ending December 31, 2023 was made available for public inspection for at least 30 days prior to final action. Revisions to the tentative ordinance was presented by Superintendent of Finance, HR & IT during his report.

Staff recommended the Board approve Ordinance No. 23-1, An Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2023, and Ending December 31, 2023.

MOTION by Mahoney and seconded by Coleman to approve the Ordinance No. 23-1, An Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2023, and Ending December 31, 2023.

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

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

G.1.g. Executive Director Adams next action item was approval of Ordinance No. 23-2, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manuals (VI.1.2 Senior Age Determination Policy).

Executive Director Adams shared that VI.1.2 Senior Age Determination Policy was revised to change the minimum age of seniors for purposes of receiving discounted rates from 62 to 60 to be consistent throughout District facilities and program offerings.

Staff recommended the Board approve Ordinance No. 23-2, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manuals (VI.1.2 Senior Age Determination Policy).

MOTION by Coleman and seconded by Venouziou to approve Ordinance No. 23-2, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manuals (VI.1.2 Senior Age Determination Policy).

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

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

G.1.h. Executive Director Adams final action item was approval of Resolution No. 23-1, A Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) to Obtain Bids from Electricity Providers and Authorize the Executive Director of Parks and Recreation to Approve a Contract with the Lowest Cost Electricity Provider for a Period Up to 36 Months

Executive Director Adams explained that every three years the District formally bids, through the brokered services of NIMEC, the purchase of electrical energy to obtain the lowest price possible. The District has used NIMEC services since 2008. The resolution authorizes the bidding of electrical energy by the Northern Illinois Municipal Electric Collaborative (NIMEC) and authorize execution of contracts by the Executive Director.

Staff recommended the Board approve Resolution No. 23-1, A Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) to Obtain Bids from Electricity Providers and Authorize the Executive Director of Parks and Recreation to Approve a Contract with the Lowest Cost Electricity Provider for a Period Up to 36 Months.

MOTION by Coleman and seconded by Mahoney to approve Resolution No. 23-1, A Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) to Obtain Bids from Electricity Providers and Authorize the Executive Director of Parks and Recreation to Approve a Contract with the Lowest Cost Electricity Provider for a Period Up to 36 Months.

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, sharing that the FY2022 Sub-goals & Objectives, 4th Quarter & FY2022 Major Achievements are updated and available in Board Google Drive Folder and information related to the Commercial/Industrial Real Estate Assessment Appeals for Year 2022.

COMMITTEE REPORTS

SEASPAR

Executive Director Adams stated SEASPAR passed a Resolution to add the Village of Willowbrook as its 13th member agency. Each member entity will need to approve the Resolution as well subsequent to approval by the Village of Willowbrook.

PDRMA

No report

EX-OFFICIO REPORTS

Chamber of Commerce

No Report

Affiliated Athletic Associations

Ritter reported that WAA Registration is scheduled for Saturday, January 21st, at the ARC.

OLD BUSINESS

Executive Director Adams reminded the Board that the recently-passed Fees & Charges Ordinance included updates to the park shelter rental fees. He asked the Board if prior to publicizing the new rates, do they want to consider increasing the rental fees on holidays since Maintenance Staff would be required to work at holiday pay.

Commissioner Venouziou asked what the proposed holiday charges would be. Executive Director Adams said Staff is proposing an additional \$50 surcharge just on Memorial Day, July 4th and Labor Day for both residents and non-residents.

After discussion, the Board agreed to add the holiday surcharge to park rental fees when applicable.

EXECUTIVE SESSION

At 7:57 p.m., MOTION by Mahoney and seconded by Coleman to adjourn to Executive Session under Section ILCS 120/2(c)5 to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired and ILCS 2(c)(11) to discuss litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court
President Cohen requested a roll call. Upon a roll being called:

AYES: Cohen, Coleman, Mahoney, Venouziou and Kranz

NAYS: None

ABSENT: None

MOTION CARRIED

RECONVENE OPEN SESSION

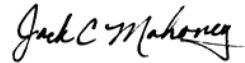
The Regular Board Meeting of January 17, 2023, reconvened at 8:59 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Coleman, Mahoney, Venouziou, Kranz. Staff: Adams, Ritter, Knitter, Webber.

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Coleman to adjourn the regular board meeting at 9:00 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.

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

Jack Mahoney, Secretary