



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, Perry Absent: Venouziou Staff present: Adams, Knitter, Ravasio, Ritter, Romano and Webber.

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PRESIDENT'S REPORT

D.1. President Cohen mentioned that the IAPD annual meeting is scheduled for Saturday, January 27, 2024 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
- 2nd & 3rd Delegate: Not needed

President Cohen next reminded the Board that the IAPD Best of the Best Awards Gala will be held on October 20, 2023, and that the District will be receiving an award for the Town Centre Property IGA between the Village and the Park District.

Executive Director Adams noted that Village Manager Al Stonitsch and Village Trustee Blair will be attending on behalf of the Village. He added that Commissioner Venouziou can no longer attend and that if any one is interested in taking his reservation to inform Adams.

President Cohen then reminded the Board that the dedication ceremony for the new Police Station is November 4, 2023 at 10:00 a.m. Executive Director Adams shared that himself, Superintendent of Recreation Don Ritter, President Cohen and Commissioner Venouziou will not be in attendance due to attendance at the Athletic Business Conference, but that Commissioners Mahoney & Coleman and Director of Parks, Planning & Development Jenny Knitter will be attending.

President Cohen then briefly reviewed Board correspondence including a plaque and note from the West Suburban Community Pantry thanking the District for supporting the Woodridge Warhol 2023 Food Drive and helping to generate nearly 1,000 pounds of food.

President Cohen closed his report congratulating the District on a successful Oktoberfest event and reviewing upcoming events and meetings.

Executive Director Adams reminded the Board that the November 21st Board Meeting will be longer than normal as it includes the 2024 Budget Workshop.

STAFF REPORTS

Finance

1.a. Superintendent of Finance & Personnel Chris Webber opened his board report with his first action item, the 2024 Managed Service Agreement for IT Services, sharing that the District has contracted with SNI Consulting, Inc. for many years and has always had strong relationship with them. He added that they provide network monitoring and management, primary tier desktop support services, anti-virus and software license/cloud services, noting that since working with SNI the District has not experienced any major breaches as the network is monitored closely.

Webber shared that the 2024 contract proposal is for \$4,942.50, a 0.5% increase over last year, totaling just under \$60,000 for 2024. This quote does not include any fees outside of the contracted terms. He added that if the District were to fulfill this position internally, the cost would increase significantly given salary plus benefits while still paying SNI to monitor the network.

Staff recommended the Board authorize Staff to enter into an agreement with SNI Consulting, Inc. to provide services as mentioned above for the period of January 1 – December 31, 2024.

MOTION by Coleman and seconded by Mahoney to enter into an agreement with SNI Consulting, Inc. to provide services as mentioned above for the period of January 1 – December 31, 2024.

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

AYES: Coleman, Mahoney, Perry and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED.

1.b. Webber then discussed his next action item, the Paycom Payroll, LLC Payroll and Human Capital Management Services Agreement, reminding the Board that at the September Board Meeting Staff received authorization to enter into contract negotiations with Paycom. He said the attached agreement was approved by the District's attorney and is the agreement that Park Districts in Illinois have used with Paycom. Upon execution of the contract, Staff will make payment of the \$8,000 implementation fee and begin meeting with Paycom October 18th. The plan as of now is to roll out Paycom district-wide beginning the last week of December with the first check date being January 5th.

Executive Director Adams added that the Paycom set-up fees will come out of the 2023 budget and the monthly subscription fees will be included in the 2024 budget. The contract is based on a monthly term.

Staff recommended the Board approve an agreement with Paycom Payroll, LLC for the purchase of a Human Resource Information System (HRIS) to provide payroll and human capital management services.

MOTION by Coleman and seconded by Mahoney to approve an agreement with Paycom Payroll, LLC for the purchase of a Human Resource Information System (HRIS) to provide payroll and human capital management services.

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

AYES: Coleman, Mahoney, Perry and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED.

1.c. Webber moved on to his final action item, the 2024 Employee Health Benefits Plan Coverage. 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 2024, PDRMA has determined premium changes on average as follows – the HMO a 7.7% increase, PPO 7.9% increase, Dental a 3% increase and Vision a 22% increase. Staff reviewed the 12 plan options weighing benefits to employees vs the cost to both employees and the District.

Webber shared that after a thorough analysis, Staff recommends that the District maintain the same coverage options for 2024 – HMO and a PPO with HRA. 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 = \$1,968.20 per life per year (7.9% increase in employee share over prior year)
- HMO coverage cost to employee – Employee Cost = \$1,060.28 per life per year (7.7% increase in employee share over the prior year)
- Dental Coverage with Orthodontia: Employee Cost = \$114.92 per life per year (3% increase in employee share over the prior year)
- Buy-Out Option (no change):
 - o 1 Life – Employee receives \$1,500 annually for not taking District Insurance
 - o 2 Lives – Employee receives \$3,000 annually for not taking District Insurance
 - o 3 or more Lives – Employee receives \$4,500 annually for not taking District Insurance

Vision Insurance

- Davis Vision – Gold Managed Plan – employees to cover portion of the cost at \$15.86 per life per year
- 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 shared that the total program cost, making assumptions on familial changes, retirements, positional changes, and additions would increase the cost to the District by 17% or \$95,356 in 2024. However, he added that PDRMA will be returning \$1 million to members that is access to net position. The District's share is \$19,233 and will be allocated across the 12 invoices. That net position return lowers the overall assumed budget increase to 13.6%.

Staff recommended the Board approve the 2024 PDRMA Employee Health Benefits Plan as presented.

MOTION by Mahoney and seconded by Coleman to approve the 2024 PDRMA Employee Health Benefits Plan as presented.

President Cohen asked how the District compares to other Park Districts' insurance plans, and if an insurance plan helps with recruitment. Executive Director Adams shared that the District's plan is about average compared to other Districts and that Webber and Human Resources Manager Connie Curry did a thorough investigation of the options and selecting a fair plan with good coverage.

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

AYES: Mahoney, Coleman, Perry and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED.

Webber closed his report briefly discussion the District's financials.

Parks, Planning & Development

2.a. Director of Parks, Planning & Development Jenny Knitter opened the Parks, Planning & Development Report board report with her first action item, Town Centre Property - Woody Invasive Species Removal Project, MSP #23-22c. Knitter shared that in preparation for Phase II site developments scheduled for construction in 2024 and as part of the ongoing maintenance of natural areas, Staff is requesting permission to seek bids to remove and treat non-native, invasive woody species in the wooded and natural areas on the Town Centre Property. She reviewed the schedule and identified the specific areas where trees will be removed. The work anticipated is similar to the scope of work to remove invasive vegetation at Hawthorne Hill Woods a few years ago.

Staff recommended Board authorization to bid the Town Centre Property - Woody Invasive Species Removal Project, MSP #23-22c.

MOTION by Mahoney and seconded by Perry to authorize Staff to bid the Town Centre Property - Woody Invasive Species Removal Project, MSP #23-22c.

Commissioner Mahoney asked what was included in the scope of work. Knitter reviewed the scope and shared that Staff is in contact with the Conservation Foundation and Morton Arboretum to review and provide comment regarding this natural area management master plan approach. Ideally, the removals would be completed across the full site at one time to reduce the source of invasive weed seeds that could reestablish in the cleared managed areas. If funds do not allow for this approach, the proposed woody invasive removals would likely be phased over two years beginning with the base bid.

President Cohen asked what the budget is for the project. Knitter reported that as of right now the cost would be funded within the overall Phase 2 development project budgeted determined by the low qualified bid.

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

AYES: Mahoney, Perry, Coleman, and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED.

2.b. Knitter moved on to her next action item, the Town Centre Property – Geotechnical Investigation, CA #23-04ca, explaining that Hitchcock Design Group (HDG) solicited and received two proposals for subsurface soil investigative services related to the proposed Phase II development work to determine the suitability of existing soils for specific construction locations. She reviewed the scope of work and noted that in addition to the field work, laboratory testing will be conducted on the samples collected and an engineer's report will be produced. The following proposals were received:

<u>Proposals Received</u>	<u>Base Proposal</u>	<u>Additional Borings</u>
Soil and Material Consultants, Inc.	\$ 9,972.00	\$ 4,677.00
Rubino Engineering, Inc	\$ 17,830.00	\$ 6,450.00

Staff recommended the Board accept Soil and Material Consultants, Inc.'s proposal for conducting geotechnical investigative services and approve an agreement in the amount of \$9,972.00, based on their proposal dated September 27, 2023, for the Town Centre Property – Geotechnical Investigation, CA #23-04ca.

MOTION by Perry and seconded by Mahoney to accept Soil and Material Consultants, Inc.'s proposal for conducting geotechnical investigative services and approve an agreement in the amount of \$9,972.00, based on their proposal dated September 27, 2023, for the Town Centre Property – Geotechnical Investigation, CA #23-04ca.

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

AYES: Perry, Mahoney, Coleman, and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED.

2.c. Knitter's next action item was the Town Centre Property – As-Built Survey of Sled Hill, CA #23-05ca. Knitter said Hitchcock Design Group (HDG) solicited a proposal for an as-built survey to ensure the accurate topographic data necessary to complete design development work related to Town Centre Property – Phase 2 Project. DLZ was the survey company who conducted the original site survey prior to the sled hill development work so reaching out to them results in

a cost-effective survey solution since they already have the original topography base map information, benchmarks and reference points to start from.

Staff recommended the Board accept DLZ's proposal for conducting an as-built topographic survey of the Town Centre Sled Hill and approve an agreement in the amount of \$2,650.00, based on their proposal dated October 6, 2023, for the Town Centre Property – Topographic As-Built Survey, CA #23-05ca.

MOTION by Mahoney and seconded by Perry to accept DLZ's proposal for conducting an as-built topographic survey of the Town Centre Sled Hill and approve an agreement in the amount of \$2,650.00, based on their proposal dated October 6, 2023, for the Town Centre Property – Topographic As-Built Survey, CA #23-05ca.

President Cohen asked how tall the sled hill is. Executive Director Adams shared that it is approximately 28 feet tall.

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

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

2.d. Knitter's next action was the 2023 Fall Tree Removals, MSP #23-19pc. She reviewed the scope of work and identified the locations of where trees will be removed, noting that all trees included in the scope of work were identified by the Natural Resource Manager as dead or hazardous, and all identified trees are either too large or are too close to neighboring properties, structures, etc. for removals to be completed safely by District Staff. The following proposals were received:

<u>Contractor</u>	<u>Proposal</u>	<u>Natural Areas</u>	<u>Park Sites</u>
	<u>Total</u>	<u>Breakdown</u>	<u>Breakdown</u>
Family Landscaping & Treeworks	\$ 12,300.00	\$ 7,110.00	\$ 5,190.00
Steve Piper & Sons	\$ 13,415.00	\$ 7,975.00	\$ 5,440.00
Davey Tree Expert Co.	\$ 17,160.00	\$ 9,660.00	\$ 7,500.00

Knitter said Family Landscaping & Treeworks, Inc. previously worked with the District providing a quality work product while maintaining a good working relationship.

Staff recommended the Board accept Family Landscaping & Treeworks, Inc.'s proposal for natural area tree removals and approve a contract agreement in the amount of \$12,300.00 based on their proposal dated September 26, 2023, for the 2023 Fall Tree Removals, MSP #23-19pc.

MOTION by Coleman and seconded by Mahoney to accept Family Landscaping & Treeworks, Inc.'s proposal for natural area tree removals and approve a contract agreement in the amount of \$12,300.00 based on their proposal dated September 26, 2023, for the 2023 Fall Tree Removals, MSP #23-19pc.

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

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

2.e. Knitter moved on to her next action item, the Castaldo Park – Large Oak Pruning, MSP #23-20pc, sharing that the scope of work includes furnishing all necessary labor, materials, and equipment to prune dead and/or broken branches from approximately 70 oak trees with a diameter of at least 15 inches. Staff received the following three proposals:

<u>Contractor</u>	<u>Proposal Total</u>
Family Landscaping & Treeworks	\$ 10,900.00
Steve Piper & Sons	\$ 14,000.00
Davey Tree Expert Co.	\$ 17,250.00

Staff recommended the Board accepting Family Landscaping & Treeworks, Inc.'s proposal for large tree pruning and approve a contract agreement in the amount of \$10,900.00, based on their proposal dated September 29, 2023, for the Castaldo Park – Large Oak Pruning, MSP #23-20pc.

MOTION by Coleman and seconded by Mahoney to accept Family Landscaping & Treeworks, Inc.'s proposal for large tree pruning and approve a contract agreement in the amount of \$10,900.00, based on their proposal dated September 29, 2023, for the Castaldo Park – Large Oak Pruning, MSP #23-20pc.

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

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

2.f. Knitter's next action item was Park Entrance Sign Replacement Project, CRP #23-12pc. Knitter reported that the project consists of the rehabilitation of six existing large-format park signs and one small-format park sign. The scope of work includes the replacement of all rough sawn cedar wood components, staining of wood components, refinish/repaint existing metal framing components and angle plates for reuse, new aluminum sign faces and new replacement copper caps.

Knitter said that Western Remac, Inc., were recently acquired by RoadSafe Traffic Systems, and the original fabricator of the custom signage produced in 2007. The District has maintained a long and positive working relationship with the company.

Staff recommended Board accept RoadSafe Traffic Systems' quote for park sign improvements and authorize the Executive Director to approve a purchase order in the amount of \$14,752.00 based on their quote dated September 28, 2023, for the Park Entrance Sign Replacement Project, CRP #23-12pc.

MOTION by Coleman and seconded by Mahoney to accept RoadSafe Traffic Systems' quote for park sign improvements and authorize the Executive Director to approve a purchase order in the amount of \$14,752.00 based on their quote dated September 28, 2023, for the Park Entrance Sign Replacement Project, CRP #23-12pc.

Executive Director Adams added that District Staff will handle removing and installing the signs.

Commissioner Perry asked if there is a discount if we did all the park signs at once but spread out payment. Executive Director Adams said that due to the volatile pricing of wood, there is no discount.

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

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

2.g. Knitter moved on to her next action item 2023 Electrical Grounding Repairs, MSP #23-09pc. Knitter shared that Staff received only one proposal, after sending it out to a total of eight contractors, for the repair of the electrical grounding readings in excess of 25 OHMS at select parks. She noted that this is the second time proposals were sent out, receiving zero proposals in spring due to contractors' busy workloads. After receiving only one proposal Staff reached out to the remaining seven contractors to ask why they did not turn in a proposal and only two responded. One shared the work is "too unknown" and the second shared they overlooked the request.

Knitter advised that based on sending out proposals twice with limited interest, Staff recommends moving forward with the project to bring the electric readings into compliance:

<u>Contractor</u>	<u>Proposed Price</u>
Richmond Electric Co. Inc.	Time and Materials, not to exceed \$16,350.00

Executive Director Adams shared that Richmond Electric is located in Woodridge and that they satisfactorily completed all the ARC facility electrical and other miscellaneous projects at reasonable costs for the District.

Staff recommended the Board accept Richmond Electric Co. Inc.'s proposal for electrical repairs and approve a contract for time and material not to exceed \$16,350.00 based on their proposal dated September 20, 2023, for the 2023 Electrical Grounding Repairs MSP #23-09pc.

MOTION by Mahoney and seconded by Perry to accept Richmond Electric Co. Inc.'s proposal for electrical repairs and approve a contract for time and material not to exceed \$16,350.00 based on their proposal dated September 20, 2023, for the 2023 Electrical Grounding Repairs MSP #23-09pc.

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

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

2.h. Knitter's closing action item was the Lake Harriet & Janes Avenue Park ADA Improvements – Engineering Services, CA #23-05ca. Knitter explained that Staff reached out to the Civil Engineering and Landscape Architecture teams at Webster, McGrath & Ahlberg, LTD. (WMA), requesting a proposal for Professional Civil Engineering design services related to the final engineering plans (suitable for bidding and permitting), and an engineer's opinion of cost for accessibility driven site improvements at Lake Harriet and Janes Avenue Park.

Knitter then reviewed the scope of work that needs completed at each location as well as the scope of services WMA will provide:

<u>Lake Harriet Fee Schedule</u>		<u>Janes Avenue Park Fee Schedule</u>	
1. Design Development Phase:	\$ 3,500	1. Design Development Phase:	\$ 1,500
2. Preliminary Cost Estimate:	\$ 900	2. Preliminary Cost Estimate:	\$ 500
3. Final Eng./Construction Docs.:	\$ 17,500	3. Final Eng./Construction Docs.:	\$ 4,000
	\$ 21,600		\$ 6,000

Knitter added that the fees are fixed fees with services to be billed on a lump sum basis. Fees do not include floodplain mapping or floodplain elevation calculations which may be required by for the Lake Harriet property since the work will be adjacent to a Zone A floodplain.

Staff recommended the Board accept the Webster, McGrath & Ahlberg, LTD. proposal dated October 4, 2023, for civil engineering services and approve a contract agreement in the amount of \$27,600.00 for the Lake Harriet & Janes Avenue Park ADA Improvements – engineering Services, CA #23-05ca.

MOTION by Coleman and seconded by Perry to accept the Webster, McGrath & Ahlberg, LTD. proposal dated October 4, 2023, for civil engineering services and approve a contract agreement in the amount of \$27,600.00 for the Lake Harriet & Janes Avenue Park ADA Improvements – engineering Services, CA #23-05ca.

Commissioner Perry asked if the scope of work at Janes Avenue Park addresses the flooding that occurs in the parking lot whenever it heavily rains. Executive Director Adams said the parking lot was originally designed back in the 1980's as in-lot detention and that unless the District adds a stand along detention pond taking up green space, periodic flooding within the parking lot will continue. He noted that adding a detention pond would take away from the Soccer & Baseball fields.

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

AYES: Coleman, Perry, Mahoney and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED.

Knitter then briefly discussed the following informational items:

- The Shade Structures were delivered for the Hobson Corner Park Site Improvements. Only one was delivered – the remaining two will be shipped soon.
- Replacement of the roof sheathing and shingles on the Castaldo Park Shelter has been completed.
- The Cypress Cove Family Aquatic Park Buildings Roof Shingle Replacement project began on October 6th. The projected completion date is November 3rd.
- The Maintenance Facility - Fence Replacement Project is scheduled to begin later in October.
- Daniel “DK” Kelley was hired for the open landscape specialist position and started October 9th.

Knitter closed the report updating the Board on the Jubilee Point Park site and the District's latest meeting with Hitchcock Design. She shared that Archaeological Survey results from the site came back and everything looks good.

Executive Director Adams added that they are working on some slight site layout modifications within the proposed picnic grounds area including moving the proposed Pickleball Court to the other side of the park shelter to provide increased buffer and consider alternative park feature to replace the proposed sand volleyball court(s).

Golf Course

Executive Director Adams reported that there are no action items and that the annual State of Village Greens report will be presented at a future board meeting prior to yearend.

Aquatics & Recreation

4.a. Superintendent of Recreation Don Ritter opened the Aquatics & Recreation Report with his only action item, the Cypress Cove Program Pool Sump Pump Replacement, ACRP #23-04pc. Ritter explained that when draining the pools, Staff noticed the pools would not completely empty, and contacted ABC Mechanical to inspect the lift station pump. The lift station lifts the wastewater to a higher point so it can flow by gravity, or the wastewater can be pumped under pressure directly to its exit. Upon inspection, the contractor found that a cable from the lift station had a tear and water had reached and damaged the pumps of the lift station. The pumps for the lift station were pulled and inspected and need to be repaired in order to completely drain and winterize the pools.

Staff recommended the Board ratify the Executive Director's approval of ABC Mechanical, LLC's proposal dated September 18, 2023 in the amount of \$7,500.00 for the Cypress Cove Program Pool Sump Pump Repair, ACRP #23-04pc.

MOTION by Coleman and seconded by Mahoney to ratify the Executive Director's approval of ABC Mechanical, LLC's proposal dated September 18, 2023 in the amount of \$7,500.00 for the Cypress Cove Program Pool Sump Pump Repair, ACRP #23-04pc.

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

AYES: Coleman, Mahoney, Perry and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED

Ritter then briefly addressed the following informational items:

- A post season walk through of Cypress Cove was performed on September 6th by the Aquatic Maintenance Supervisor and the Aquatic Facility Manager to identify necessary repairs needed prior to 2024.
- The Aquatic Maintenance Supervisor and Aquatic Maintenance are in the process of winterizing the facility.
- The WSA season ended October 7th and there were no rainouts this season. The fall indoor season is scheduled to start on October 21st with 200 players enrolled.
- Kidz Squad hired 10 additional staff after the \$500 signing bonus program was offered. This allowed 43 kids to be removed from the program waitlist. The waitlist is now 22 kids.
- Autumn Opener was held on September 24th at Castaldo Park and the weather was fantastic and another great turnout of families! Next year the event will be held a week earlier so Autumn Opener and Oktoberfest won't be held on back-to-back weekends.
- The Active Adult one-week overnight trip to Maine in mid-September was a huge hit with the 40 participants. Feedback was extremely positive and the group expressed excitement for future trips. Staff chaperones Kim Passini and Kathi Wenciewicz received huge kudos for a job well done.
- Haunted Forest Walk is scheduled for October 20th – 21st.

Executive Director Adams closed the recreation report sharing that Staff is contemplating adding more open Pickleball hours at the ARC. He then reported that there was a smash and grab car break in at Hobson Corner Park during the daylight hours and that Naperville Pickleball courts were hit as well. Some players have asked that video cameras be added to the parking lot. Further discussion ensued.

Marketing & Community Engagement ("MCE")

Superintendent of Marketing & Community Engagement Megan Romano opened her report briefly sharing the September 2023 registration numbers. She then provided updated information on Haunted Forest Walk marketing efforts, including an e-Blast to attract new groups for scenes and volunteers.

Romano then discussed ARC Fitness Center Marketing efforts including four fitness guest days and a Halloween-themed personal training special. Additionally, Marketing staff will be conducting photo shoots at the ARC the week of October 16th for updated pictures for the website and marketing materials. An email will be sent to all fitness and track members and open gym/turf users to let them know of the photography schedule and to volunteer for posed pictures/portraits in exchange for a WPD swag bag.

Romano closed her report sharing some positive social media feedback about District events.

Administration

6.a. Executive Director Adams opened the Administration Report with the only action item, the FHCC Surveillance Cameras Purchase, Project MSP #23-21pc & Janes Park PTZ Surveillance Camera Replacement, Project CRP #23-13pc. He shared that after viewing all of the different spaces and camera angles within the FHCC, Staff noted that the back of the facility has "blind spots" and could benefit from surveillance cameras. These cameras would provide Staff better access to viewing the Tot School drop off area, the playground area and all the entry doors located in the back of the building to further improve overall safety. The addition of these two cameras will further satisfy AIS goals. Additionally, the PTZ camera located at the

Janes Avenue Park skateboard facility reached its life expectancy and needs to be replaced. The new camera will be a double fixed camera to improve views of the inline hockey/futsal court and skateboard facility. He noted that the CDP Miscellaneous & CRP budgets will fund the proposed amount.

Staff recommended the Board accept Griffon Systems' proposal dated 9/6/23 and approve a purchase order in the amount of \$8,150.00 for the purchase & installation of surveillance cameras for FHCC Surveillance Cameras Purchase, Project MSP #23-21pc and Janes Park PTZ Surveillance Camera Replacement, Project CRP #23-13pc.

MOTION by Coleman and seconded by Mahoney to accept Griffon Systems' proposal dated 9/6/23 and approve a purchase order in the amount of \$8,150.00 for the purchase & installation of surveillance cameras for FHCC Surveillance Cameras Purchase, Project MSP #23-21pc and Janes Park PTZ Surveillance Camera Replacement, Project CRP #23-13pc.

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

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

Executive Director Adams then moved to informational items sharing that NIMEC, the District's energy consortium, informed the District that Dynegy Energy, the District's electricity provider, is increasing its rates by about one percent which is permitted per the contract agreement due to an increase in the Network Integration Transmission Service pricing component.

Executive Director Adams closed the Administration report providing an update on the company that the District uses to clean the ARC and FHCC.

Safety

Executive Director Adams referred the Board to the Board Packet for the latest information.

CONSENT AGENDA

F.1.- 10. 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 Perry to approve Consent Agenda Item #1 for the approval of the September 19, 2023 Regular Board Meeting Minutes, Agenda Item #2 for the approval of the September 19, 2023 Executive Session Minutes, Agenda Item #3 for the October 2, 2023 Special Board Meeting Minutes, Agenda Item #4 for the October 2, 2023 Executive Session Minutes and Agenda Items #5 through #10 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount \$954,055.64:

1. Regular Board Meeting MinutesSeptember 19, 2023
2. Executive Session Meeting MinutesSeptember 19, 2023
3. Special Board Meeting Minutes October 2, 2023
4. Executive Session Meeting Minutes October 2, 2023
5. Vendor Payment & Payroll Ratification Report (9/16/23 – 10/11/23)..... \$954,055.64
6. Harris Motor Sports, Inc., VGGC Beverage Golf Cart Replacement, VGCRP #23-02pc, \$8,785.00
7. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #3 \$9,275.00
8. Integrated Lakes Management, Ide's Grove West Park – Wetland Maintenance Services, MSP #23-07pc, Payout #1-5 (Final) \$5,840.00
9. Innovation Landscape, Inc., Hobson Corner Pk – Pickle Ball & Site Improvements, CDP #23-01c, Payout #1 \$19,656.00
10. R.J. Thomas Mfg. Co., Inc., Hobson Corner Pk – Picnic Table Purchase, Payout #1 (Final)..... \$3,461.00

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

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

EXECUTIVE DIRECTOR'S REPORT

G.1.a. Executive Director Adams opened with his first action item, approval of Resolution No. 23-11, A Resolution to Approve an Intergovernmental Agreement between the Woodridge Public Library, the Woodridge Park District and the Village of Woodridge Regarding Nicor's Franchise Fee Annual Payment in Lieu of Unbilled Gas. He shared that Village Greens Golf Course, owned by the Village of Woodridge and leased by the District, has been included under the Village's franchise agreement with Nicor, which was recently renewed in 2016. The renewal terms were changed from receiving unbilled gas to an annual payment term. The VGGC was eligible for free therms up to an annual payment amount. The Village agreed to continue to pay the natural gas bills as long as the total cost of gas did not exceed the amount of the annual payment.

Executive Director Adams reported that at the end of 2021, NICOR received approval from the Illinois Commerce Commission to increase their rates \$0.61 per therm, which is equivalent to a 110% increase; and, as result, the Village's 2022 annual cash payment from Nicor failed to cover the entirety of the actual natural gas expenses that the Village incurred, which resulted in a funding shortfall of \$14,088.70 in FY 2022. Per the proposed IGA, the Parties agree to pay for their proportionate share of the 2022 Nicor funding shortfall (i.e. \$14,088.70), as outlined in a distribution chart; the Library and Park District agree to reimbursement the Village for their requisite share (i.e. Library: \$5,161.18; and Park District: \$2,228.83) of the shortfall within 30 days following approval of this Agreement. He noted that in the event the Village Greens "Golf Course Lease Agreement" dated March 14, 2013, between the Village and the Park District is terminated by expiration of its term or otherwise, the Park District's participation as a party to this Intergovernmental Agreement shall simultaneously terminate without further action of the parties.

Staff recommends the Board approve Resolution No. 23-11, A Resolution to Approve an Intergovernmental Agreement between the Woodridge Public Library, the Woodridge Park District and the Village of Woodridge Regarding Nicor's Franchise Fee Annual Payment in Lieu of Unbilled Gas.

MOTION by Mahoney and seconded by Perry to approve Resolution No. 23-11, A Resolution to Approve an Intergovernmental Agreement between the Woodridge Public Library, the Woodridge Park District and the Village of Woodridge Regarding Nicor's Franchise Fee Annual Payment in Lieu of Unbilled Gas.

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

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

G.1.b. Executive Director Adams' final action item was approval of Resolution No. 23-12, A Resolution Officially Naming the Park Property in the Town Centre Area at 7101 Woodridge Drive, Woodridge, IL to Jubilee Point Park. He reminded the Board that at the September 19, 2023 Board Meeting, they reached a consensus naming "Jubilee Point Park" for the 44-acre Town Centre Property,

Staff recommended the Board approve Resolution No. 23-12, A Resolution Officially Naming the Park Property in the Town Centre Area at 7101 Woodridge Drive, Woodridge, IL to Jubilee Point Park.

MOTION by Coleman and seconded by Perry to approve Resolution No. 23-12, A Resolution Officially Naming the Park Property in the Town Centre Area at 7101 Woodridge Drive, Woodridge, IL to Jubilee Point Park.

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

AYES: Coleman, Perry, Mahoney and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED

Executive Director Adams closed his report providing an update on Pulte Builders Request for De-Annexation of Parcels 0822100013 & 0822201009 and briefly reviewed the procedure for disconnecting territory from a park district. He shared that after speaking with the DuPage County Clerk's Office and with legal counsel's consent, Staff proposes to require payment of the amount \$1,403.99. due for outstanding debt service by the disconnecting party based on percentage of total assessed valuation.

Executive Director Adams said to complete the process, the District would require the property owners to pay the outstanding indebtedness amount, plus amount of legal fees incurred (TBD) to review and process the de-annexation along with any other legal requirements to finalize the process (e.g. petition requirement, ordinance adoption, etc.). Additionally, Staff recommends some form of written assurance (e.g. IGA) from Lisle Park District that they will in turn annex the property to provide service to the future property owners so there's no gap in service.

COMMITTEE REPORTS

SEASPAR

SEASPAR recently celebrated the 15 Year Anniversary of the EAGLES Adult Day Program.

Jubilee/Oktoberfest

Jubilee projections show a \$6,000 loss this year, which will be split between the Village of Woodridge and the Woodridge Park District.

Committee on Local Government Efficiency

Staff met for the 1st of 3 meetings with the Decennial Committee Meeting pertaining to the Local Government Efficiency Act on Tuesday, September 26th from 6:30 – 8:00pm. The committee gave some feedback on some minor modifications to the report and is scheduled to meet for the second time on Tuesday, October 24th at 6:30pm.

PDRMA

No report

EX-OFFICIO REPORTS

Plan Commission

See the Executive Director's Report

Chamber of Commerce

No report

Affiliated Athletic Associations

No report

NEW BUSINESS

Executive Director Adams shared that the DuPage County Election Division reached out to the District requesting to use FHCC as an Early Voting location and Election Day polling place for the upcoming election season. The Early Voting periods will be Friday, March 1, 2024 – Monday, March 18, 2024, for the General Primary Election and Friday, October 18, 2024 – Monday, November 4, 2024, for the General Election. Public hours for Early Voting are 8:00 AM – 7:00 PM on weekdays and 9:00 AM – 5:00 PM on weekends. Election Day is March 19, 2024, for the General Primary Election and November 5, 2024, for the General Election. Election judges will need access to the facility at 5:00 AM. Public voting hours are 6:00 AM – 7:00 PM. Election Day equipment will remain overnight and be picked up on the following Wednesday.

Executive Director Adams briefly reviewed the various events, classes and programs that will be occurring during these time frames and how being required to serve as an early voting location would present a hardship to the District to serve all the scheduled programs in the facility in addition to concerns of overall safety. He said he will ask the County to seek alternate locations and will continue to assess the situation.

EXECUTIVE SESSION

At 7:57 p.m., MOTION by Perry and seconded by Mahoney to adjourn to Executive Session under Section ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

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

AYES: Mahoney, Perry, Coleman and Cohen

NAYS: None

ABSENT: Venouziou

MOTION CARRIED

RECONVENE OPEN SESSION

The Regular Board Meeting of October 17, 2023, reconvened at 9:00 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Mahoney, and Coleman. Absent: Perry exited the meeting during Executive Session at 8:02 p.m. Staff: Adams, Ritter, Knitter

FINAL ACTION

President Cohen asked if there is a motion to approve Resolution No. 23-13, A Resolution of the Board of Commissioners of the Woodridge Park District, DuPage and Will Counties, Illinois, Appointing the New Executive Director.

MOTION by Coleman and seconded by Mahoney to approve Resolution No. 23-13, A Resolution of the Board of Commissioners of the Woodridge Park District, DuPage and Will Counties, Illinois, Appointing the New Executive Director.

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

AYES: Coleman, Mahoney, and Cohen

NAYS: None

ABSENT: Perry, Venouziou

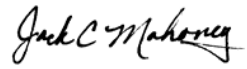
MOTION CARRIED

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 9:01 p.m. Cohen requested a voice vote to adjourn the regular board meeting of October 17, 2023.

ALL AYES. MOTION CARRIED.

Respectfully submitted.

A handwritten signature in cursive script, reading "Jack C. Mahoney".

Jack Mahoney, Secretary