



Woodridge  
PARK DISTRICT



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woodridge park district

**annual**

**ACHIEVEMENTS**

**report**

The following is a review of major achievements by department for the current fiscal year.



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# A. ADMINISTRATION

1. Approval of \$50,000 DCEO Legislative Grant for Ide's Grove West Park Bikeway Project
2. Approval of \$600,000 IDNR Open Space Land Acquisition & Development (OSLAD) grant agreement with Illinois Department of Natural Resources to partially fund the Jubilee Point Park Phase 2 development consisting of a picnic grove with park shelter to accommodate larger picnics/events to include ancillary park amenities (e.g. playground, sand volleyball/pickleball courts, permanent baggo boards & ping pong tables, drinking fountain, etc.), ADA accessible pathway connections to Jefferson Jr. High School and existing Town Center (Village Hall & Public Library), relocation of garden plots, and infrastructure improvements (e.g. parking lot, storm water management, etc.).
3. Approval of \$225,000 DCEO Legislative Grant for Park District Infrastructure for Jubilee Point Park
4. Approval of \$2,000 IDNR – Illinois Park District Habitat Grant for Jubilee Point Park to improve park site natural areas.
5. Bid via Northern Illinois Municipal Electric Cooperative (NIMEC) and approved a 3-year agreement with Dynegy Energy Services, LLC to provide electrical energy (2024 - \$0.06615/kWh / 2025 - \$0.0558/kWh / 2026 - \$0.06662/kWh)
6. Approved an MOU with SD#68 to secure SD#68 funding in the amount of 50% of cost sharing up to \$200,000 towards the capital replacement of the Edgewood and Murphy Schools playgrounds (final project costs resulted in shared funding from SD68 in the amount of \$181,695.45).
7. Officially named the 44-Acre Town Centre Property as “Jubilee Point Park” per Resolution No. 23-12
8. Finalized negotiations with Village of Woodridge and approved an amendment to the Town Centre IGA to purchase the Village's fifty percent ownership share of the property for \$7.1MM (50% of original purchase price) to paid over a twenty-year period that provides rights of sole ownership, development and management of the property to preserve open space and develop a community park in accordance with the Town Centre Schematic Design Master Plan.
9. Finalized transfer and recording of deed for 44 Acre Town Center property.
10. Received IAPD Best of the Best Gala Award for Intergovernmental Cooperation pertaining to the IGA with the Village of Woodridge for the Purchase of the Village's Share of the Town Centre property.
11. Submitted application, held a Public Hearing for an Illinois Department of Natural Resources Recreation Trails Program (RTP) Grant and approved grant agreement for \$200,000 grant funds for the Hawthorne Hill Woods Recreational Trail project.
12. Finalized closing/deed transfer of Crabtree Creek property to the Village to allow installation of sanitary sewer system and future control of stream tributary for storm water management purposes.
13. Approved revised fees and charges ordinance adjusting various facility fees to offset inflationary and statutory required minimal labor increased costs impacting programs and services.
14. Approved an IGA with Village of Woodridge and Public Library regarding reimbursement of Nicor Billing for Village owned facilities (e.g. Village Greens Golf Course Maintenance Facility)
15. Completed bidding and agreement approval for new 3-year janitorial services contract for the ARC, FHCC and Maintenance Facilities.
16. Acknowledged Commissioner Kranz's term of service with the District with recognition paver installed in the Keith Frankland Recognition Garden.



## ADMINISTRATION *(CONTINUED)*

17. Completed New elected Commissioner onboarding orientation process.
18. Received Third Appellate Court of Illinois judgement in favor of the Woodridge Park District reversing the decision of the Will County Circuit Court regarding Plaintiff's tax rate objection complaint alleging that the 2017 levy imposed by the District was unlawful because, at the time of the 2017 levy, District had an illegal excess accumulation in its corporate fund.
19. Received two Certificates of Recognition from both Senators Curran and Ventura recognizing & congratulating the District on receiving the IAPD "Best of the Best" Intergovernmental Cooperation award.
20. Completed an internal hiring process and final decision to appoint Jennifer Knitter, Director of Parks, Planning & Development as the new Executive Director effective July 1, 2024 after the retirement of current Executive Director Mike Adams on June 30, 2024.
21. Installed additional exterior surveillance cameras at the Fred C. Hohnke Community Center to further improve safety.
22. Converted FHCC Admin Office Manager space to dedicated work space for Marketing & Community Engagement and Parks, Planning and Development departments.
23. FHCC & the ARC served as food donation sites for the Hometown Hero/Andy Warhol program from COD, sponsored by the Woodridge Public Library to benefit the West Suburban Food Pantry. The Food Drive collected nearly 1,000 pounds of food.
24. Assembled the Decennial Committee Meeting pertaining to the Local Government Efficiency Act and conducted three public meetings to review the draft report and modify the report to reflect committee recommendations. Completed a final report to reflect the committee's input and submitted the report to the DuPage & Will Counties counties for record, as required.
25. Recognized ARC Facility Manager, Angie McGrath for 39-years of dedicated service to the Woodridge Park District.
26. Recognized VGGC Food & Beverage Manager, Marcia Stranski for 22-years of dedicated service to the Woodridge Park District.





## B. AQUATICS

1. Received average Four-Star Audit from StarGuard Elite and received a 93% reimbursement of Starguard Elite audit fees for successfully passing all three audits in 2023 in the amount of \$2,800 of possible \$3,000.
2. Projected \$86,770 revenues over expenses (unaudited) to be transferred for capital replacement investment in FY2024 budget.
3. Concession profit margin increased 3% from 2022.
4. Attendance increased 14% from 2022.
5. Group Outings increased 27.4% from 2022.
6. Splash Parties increased 18.5% from 2022.
7. Season Pass holders increased by 23% from 2022.
8. Rentals increased by 29.4% from 2022.
9. Aquatic programs were at a 95% fill rate.
10. Replaced four failed filtration circulation pumps under warranty.
11. Replaced Program Pool failed sump pump, ACRP #23-04pc.
12. Inspected and installed light pole fuses in light pole standards to improve overall safety.
13. Approved fees and operational adjustments (e.g. hours of operation, streamlining concession products for sale, etc.) resulting in projected year-end net profit.
14. Added new "Cooler" fee option permitting food & beverage coolers to the facility generating \$15,560 in additional revenue.
15. WiFi was added to Cypress Cove to improve overall patron experience.
16. Reduced concessions operations and menu to high demand items consequently reducing operational expenses.
17. Completed bidding and purchase of New Concessions Furniture Replacement Project, ACRP #23-01c
18. Completed Cypress Cove Family Aquatic Park Buildings Roof Shingle Replacement Project, ACRP #23-02c.
19. Began investigative process with Underground Imaging Corporation to identify location of potential leak in the Main Pool main drain line and estimating cost for required repair.







## C. FINANCE/IT/HR

1. Superintendent of Finance, Personnel & IT, Chris Webber, awarded the Village of Woodridge's 2023 Employee of the Year.
2. Completed installation of public WiFi at Cypress Cove Family Aquatic Park funded in full with LARPA grant funds.
3. Completed research of Human Resource Information Systems (Paycom) to combine separate multiple HRIS systems into one vendor platform to improve efficiencies related to hiring/onboarding, payroll/timekeeping/time-off requests and access to electronic personnel files. Paycom vendor was selected and completed installation and implementation by 12/31/23 for 1/1/24 launch.
4. Reduced paper consumption through using all electronic versions of OnBoarding paperwork for 300+ seasonal hires.
5. Obtained the Government Finance Officer Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the 2021 & 2022 Annual Comprehensive Financial Reports (ACFR).
6. Obtained the GFOA's Award for Outstanding Achievement in Popular Annual Financial Reporting for the December 31, 2021 PAFR Report.
7. Successfully closed on \$1,028,000 Taxable General Obligation Limited Tax Park Bonds, Series 2023 using deferred closing technique to save on interest expense.
8. Launched and completed the 2023 Bi-Annual Employee Input and Satisfaction Survey.
9. Offered Aflac Benefit for staff to choose from additional coverages through payroll deductions.
10. Awarded \$1,000 PDRMA Wellness Grant for Employee Engagement Committee program for 2023.
11. On June 22, 10 Staff volunteered at Almost Home Kids weeding gardens, painting and power washing.
12. In November 30, 15 Staff volunteered at West Suburban Food Pantry packing food and completing other tasks.





## D. GOLF COURSE

1. Revised fees and charges generating projected \$150,000+/- in additional revenue resulting in projected year-end net profit to be dedicated for future golf course capital investments.
2. Successfully complete the 62nd Anniversary Membership Program and approved the 64th Anniversary Membership Program for 2024 through 2025.
3. Hired new Food & Beverage manager to replace previous Manager due to retirement.
4. Replaced Water Well Pump.
5. Purchased and replaced Beverage Cart.
6. Expanded PGA Junior League from 40 participants to 60 participants.
7. Projected total rounds at year end, excluding Covid-19 years of 2020 and 2021 when rounds were artificially inflated because we were playing 9 holes instead of 18 holes, will be the highest since 2001 (50,625 rounds).
8. Increased revenue in golf shop sales (+\$20,000) and driving range (+8,000).
9. Completed driving range invasive grass elimination project, resulting in an approximate 95% reduction in goose grass infestation.
10. Filled in two out of play bunkers (#3 and #4) that will reduce future maintenance burdens.

## E. PARKS, PLANNING & DEVELOPMENT

1. Approved new 3-year contract agreement for contractual mowing services for 63rd Street, Caddie Corner, Forest View, Ide's Grove East/West/Legacy, Internationale Estates, Nicor ROW @ Ide's East, Severn Bridges, Summerhill, Sunnysdale, Westminster and Windy Point parks.
2. Approved new 3-year landscape maintenance services contract for weed control at 28 park sites.
3. Approved new 3-year waste & recycling dumpster rentals and disposal services contract.
4. Completed bid and contract management of contracted prescribed burns at Orchard Hill Park, Triangle Park,









## PARKS, PLANNING & DEVELOPMENT *(CONTINUED)*

and Pond 54. Vicente Outlot D and Vicente Outlot A/Heritage Parkway were not able to be completed this year due to weather and wind conditions.

5. Completed in-house prescribed burns included the following: 63rd Street Park, Cypress Cove pond buffer, Echo Point Park, Hawthorne Hill Woods (two areas), Ide's Grove East Park, Ides Grove West Park, Lake Carleton, Lake Harriet, Water Tower Reserve Outlot A, Rutgers/Peters basin, Summerhill Park, Windy Point Park and Village Green's pond buffers. Staff completed 13 burns during the current season (Fall 2022-Spring 2023); the highest number since the 2014-2015 season when 23 burns were completed.
6. Requested proposals and managed contractor's completion of Natural Area Tree Removals at Boundary Hill Woods, Lake Carleton and Timbers Edge/Ide's West park sites.
7. Requested proposals and managed contractor who completed Ide's Grove West Park wetland management services.
8. PPD staff worked on dead tree and felled branch removals at Hawthorne Hill Woods with a focus on the area within 100' of the perimeters along 75th street and Woodridge Drive up to the pedestrian bridge.
9. Coordination with residents for the location, plaque design, tree purchase and tree/plaque installation of 19 memorial trees.
10. Completed Hawthorne Hill Woods storm water culvert replacement project and received \$156,000 in insurance proceeds to offset project costs.
11. Hosted a public hearing for the proposed Hawthorn Hill Woods Recreational Trail Program.
12. Conducted a community engagement process with both Edgewood and Murphy school students and faculty to select playground equipment for each site. Bid the scope of work and managed the contractor to completed playground renovations at Edgewood & Murphy schools in partnership with SD#68.
13. Purchased new site furnishings (benches & trash receptacles) for Edgewood & Murphy Schools.
14. Assisted with take down of existing playground at Edgewood & Murphy schools and donated equipment to Kids Around the World non-profit organization saving District demolition costs.
15. Designed, bid and completed Hobson Corner Park Pickleball & Site Improvement Project adding shade structures, accessible walkway, seating area and ancillary equipment improvements.



## PARKS, PLANNING & DEVELOPMENT *(CONTINUED)*

16. Bid for accessibility walkway improvements to Cypress Cove Access Drive, Summerhill Park Playground & Creek Overlook and Ide's Grove East Park Pond & Playground area.
17. Replaced Mending Wall and Summerhill Parks safety railing systems.
18. Bid and completed Maintenance Facility - Fence Replacement Project.
19. Per CDP, completed ARC Exterior Dimensional WPD Sign Addition Project.
20. Bid and completed Asphalt Resealing of parking lots at Janes Avenue Park & Village Greens Golf Course and pathways at Caddie Corner Park, Lake Carleton Bike Path, Ides Grove West Bike Path, Com Ed bike path Hobson - 71st, Willowcreek School path and Westminster Park path. Follow-up work in 2024 for Janes Avenue and Village Greens Parking Lot due to installation quality failure.
21. Purchased and installed new ADA accessible swings at: FHCC, Westminster Park, Sunnydale Park, Ide's Grove East Park, Goodrich School and Forest Glen Park.
22. Purchased a GPS guided athletic field painter lining machine to reduce overall labor expense.
23. Bid and completed Castaldo Park Shelter Roof Replacement Project.
24. Replaced 30 picnic tables with ADA recycled lumber tables at Castaldo Park.
25. Finalized design options for Orchard Hill Park baseball/softball core area safety netting & shade structures.
26. Replaced Orchard Hill Park/Cypress Cove Irrigation System Pumps.





## PARKS, PLANNING & DEVELOPMENT *(CONTINUED)*

27. Coordinated and managed the FHCC sewer line repair work required due to a cracked and sunken sewer connection within a manhole next to the building resulting in improper movement of sewage material into the sanitary system.
28. Completed electrical safety improvements (single fuse additions) to light pole standards at Cypress Cove Family Aquatic Park.
29. Requested proposals multiple times for work related to electrical grounding repairs throughout various park sites to ensure olms readings are 25 oms or less. Work began in November.
30. Completed contractor management of Cypress Cove LED conversion project and Various Park Sites and Facility LED conversions.
31. Requested proposals and managed contractor work related to summer and fall tree removals for dead or hazardous trees that were too large or had accessibility challenges that prohibited park staff from conducting removals.
32. Requested proposals and managed contractor to conduct Castaldo Park Large Oak tree pruning of approximately 70 trees at Castaldo Park.
33. Conducted landscape renovation work at Forest Glen Park, 83rd Street Park, Internationale Estate Park, the ARC and VGGC Tee Box #10 in coordination with the 100th anniversary of the Midwest Woman's Golf Club.
34. Managed and coordinated with the manufacturer the repair/reinstallation of the broken Ide's Grove West Zip Line as a warranty issue.
35. Purchased and replace truck bed mounted salt spreader.
36. Purchase and replaced park benches at Ide's Grove East and Summerhill Parks.
37. Completed engineering facility HVAC purification system additions funded fully by LAPRA grant funds.

# DISTRICT STATS

**35** DEVELOPED PARKS

**OPEN SPACE AND  
NATURAL AREA SITES** **41**

**21** MILES PAVED OFF-ROAD  
PATHWAYS

**PICNIC AREAS** **19**

**30** MULTI-PURPOSE  
OPEN PLAY AREAS

**PICNIC SHELTERS** **16**

**685** ACRES

**PLAYGROUNDS** **32**

**14** BASEBALL/SOFTBALL  
FIELDS

**BASKETBALL  
COURTS** **14**

**12** TENNIS/PICKLEBALL  
COURTS



## PARKS, PLANNING & DEVELOPMENT *(CONTINUED)*

38. Purchased and replaced forklift and zero turn mower per capital replacement program.
39. Completed an Archaeological Survey of Jubilee Point Park by University of Illinois.
40. Completed an As-Built Survey of the Sled Hill to conduct final design development work for the proposed Jubilee Point Park (Town Centre) Phase 2 Development.
41. Hired and began preparation for soil boring work associated with understanding the soil structural integrity for the work associated with the proposed Jubilee Point Park (Town Centre) Phase 2 Development.
42. Hired Hitchcock Design Group to provide final design development, civil engineering, construction documentation/specifications, and construction observation consultant services for proposed Jubilee Point Park (Town Centre) Phase 2 Development.
43. Created draft Jubilee Point Park Natural Areas Habitat Management Plan.
44. Bid and approved (pending) Jubilee Point Park Woody Invasive Species Removal Project to be completed in 2024.
45. Approved contract and completed large oak pruning at Castaldo Park.
46. Approved engineering consultant services contract to complete civil engineering of accessible pathways at Lake Harriet and Janes Avenue Parks.
47. Approved contract to replace several park entrance signs in accordance with multi-year replacement program.
48. Conducted seeding enhancements at various sites including Castaldo Park, Forestview Park, Janeswood Path adjacent to Village IV, and Woodridge Drive Path adjacent to Hawthorne Hill Woods.
49. Replaced wood, hardware and painted bench slats at Memorial Park.







## **PARKS, PLANNING & DEVELOPMENT** *(CONTINUED)*

50. Coordinated warranty issues encountered with new AC at FHCC with consultation with AMSCO Engineering and discussion and repair by installation contractor.
51. Bid and secured a contract for the 63rd Street Park basketball court recoloring work to be completed in late spring/summer of 2024.
52. Purchased and received two 4WD Pick-up trucks as part of the District's CRP.
53. Purchased and received a Deere 1600 sports field/park mower as part of the District's CRP.
54. Purchased and received a Deere Z997R zero turn fine cut mower as part of the District's CRP.
55. Purchased and installed/replaced the Echo Point Park drinking fountain with an ADA accessible design including pet bowl.
56. Purchased and intalled an operating system upgrade for the FHCC HVAC system in order to see both phases of the new AC operations to provide the best proactive and preventative maintenance and monitoring of the new AC system.
57. Managed the 2023 Clean Up the Parks Day on Saturday April 15th with 150 volunteers with work including garbage and recycling removal and mulching and leaf pick-up at designated park sites including Echo Park, Cypress Cove Aquatic Park, Orchard Hill Park, Falconridge Park, Hawthorne Hill Woods, Lake Carleton & Harriett, Boundary Hill Woods, 63rd St. Park, and Seven Bridges.
58. Coordinated 18 volunteers from a DuPage County 4-H Club to install 25 5-gallon native oaks that were donated by Kane-DuPage Soil & Water Conservation District in April.
59. Planted Seven Catalpa trees (25 gallon – 8' tall) received as a donation from the Morton Arboretum installed at Sunnydale Park.



## F. RECREATION

1. Projected to exceed \$2.7MM (unaudited & excludes aquatics & golf course) in gross revenues generated from recreation programs, fitness memberships, and facility rental fees and charges to further minimize reliance on property taxes.
2. Purchased five (5) new Matrix Ascent Trainer Ellipticals to replace existing ellipticals.
3. Purchased and added additional surveillance cameras for increased coverage for safety purposes in high use areas, ARC Surveillance Cameras Purchase, MSP #23-03pc.
4. Approved proposal for ARC Roof Preventative Maintenance Services, MSP #23-18pc
5. Completed unforeseen repairs of the ARC elevator - ARC Elevator Repair Services Project, MSP #23-013pc.
6. Woodridge Soccer Association enrollment numbers increased by 49% in the spring and 65% in the fall from the previous seasons.
7. Katie Reed, Summer Camp Director retired in good standing after 19 years of service.
8. Jubilee added a bags/cornhole tournament and was a huge hit with the 16 participating teams.
9. The Garden Club donated 1,735 pounds lbs. of fresh produce that was donated to the West Suburban Food Pantry. This amount was over 300 pounds higher than any other year.
10. Oktoberfest proved to be another huge success with some great weather and ticket sales were up over 23% from 2022.
11. Completed and posted 2022 Recreation Statics Report.
12. Completed the ARC Fitness Center Membership Input & Satisfaction Survey.
13. Promoted Rick Knipfer, Customer Service Supervisor as the incoming ARC Facility Manager to replace Angie McGrath 39-year tenured employee due to scheduled retirement.







## **G. MARKETING & COMMUNITY ENGAGEMENT**

1. Completed transition of digital activity guide to web-based integrated program marketing and registration.
2. Created a new Cypress Cove Family Aquatic Park Rental Manual.
3. Promoted Lauren Clancy Customer Service Coordinator to Customer Service Supervisor due to previous Customer Service Supervisor accepting the ARC Facility Manager position.
4. Hosted 5 Pop-up Parties with new activities and at different parks than previous years.
5. Coordinated sponsorships of 2023 special events totaling \$13,450 which included 3 new local businesses.
6. Megan Romano, Superintendent of Marketing & Community Engagement graduated from IPRA's 2-year Professional Development School program in November.
7. Rick Knipfer, ARC Facility Manager attended year 1 of IPRA's 2-year Professional Development School program in November.

## **J. RISK MANAGEMENT/ SAFETY**

1. Received \$1,500 in Park District Risk Management Agency (PDRMA) incentives for compliance with SMART goal action steps and completing PDRMA's Slip, Trip and Fall Assessments at all major facilities.
2. Completed AIS physical security assessment reports by FEA for Cypress Cove, Maintenance Facility and VGGC to include recommendations for improvements to resolve identified weaknesses based on priority.





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## BOARD OF COMMISSIONERS

- » **BILL COHEN** President
- » **BRIAN COLEMAN** Vice President
- » **JACK MAHONEY** Commissioner
- » **SAM VENOUZIOU** Commissioner
- » **KEN PERRY** Commissioner

## OUR MISSION

*The mission of the Woodridge Park District is to enhance one's quality of life by providing superior parks, facilities and recreational services in a safe, fiscally responsible and environmentally sustainable manner, in partnership with the community.*



**SCAN THE QR**  
for more info!



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