

WOODRIDGE PARK DISTRICT  
Fred C. Hohnke Community Center  
Regular Board Meeting  
February 20, 2024



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, Mahoney, Perry Absent: Coleman, Venouziou Staff present: Adams, Bordewick, Karesh, Knitter, Ravasio, Ritter, Webber. Absent: Romano

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

Executive Director Adams reported under the President's Report that he spoke with a resident on President's Day who had questions about the work being completed at Jubilee Point Park site and her concern about the impact on the deer. Adams updated her on the topic and referred her to the website for detailed information.

President Cohen then congratulated Mark Schneider with the Parks Department on his 30<sup>th</sup> anniversary with the District, deferring to John Karesh, Superintendent of Parks, to share a few words about Schneider. Karesh shared that Schneider has always been a very reliable employee and plays a vital role in maintaining the District's baseball and soccer fields including turf maintenance, irrigation and sodding.

President Cohen then shared that he and Director of Parks, Planning & Development Jenny Knitter attended IAPD's annual Legislative Breakfast in Tinley Park. Numerous local legislatives were on hand and the session was very informative.

President Cohen closed his report briefly reviewing FOIA requests and upcoming District events.

STAFF REPORTS

Finance

E.1.a. Superintendent of Finance & Personnel Chris Webber opened his report with his only action item, the 2024 Salary & Wage Scale Revision. He shared that the new Food & Beverage Manager at Village Greens recommends the District compensate Food & Beverage Servers at a higher nontipped wage which Staff feels will allow for ease in hiring and staffing events.

Staff recommended the Board approve the revised 2024 Salary and Wage Scale reflecting a Food and Beverage Server non-tipped wage range of \$15 – \$22.50 per hour, as presented.

Commissioner Perry asked if the hourly wage rate varies for each event. Webber said once the wage rate is set, it is the same for every event.

MOTION by Perry and seconded by Mahoney to approve the revised 2024 Salary and Wage Scale reflecting a Food and Beverage Server non-tipped wage range of \$15 – \$22.50 per hour, as presented.

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

AYES: Perry, Mahoney and Cohen  
NAYS: None

ABSENT: Coleman, Venouziou  
MOTION CARRIED.

Webber moved on to his informational items reporting that Staff is preparing for the annual financial audit with on-site fieldwork taking place next week. The final audit will be presented to the Board at the June meeting.

Webber closed his report sharing that Staff is currently modifying/updating District policies based on legislative changes, changes with Paycom and clarification of language. These changes will be submitted to the Board for approval at the March meeting.

Parks, Planning & Development: Planning, Development & Natural Resources Division

2.a.1. Superintendent of Planning & Development Ryan Bordewick opened the report with his first action item, 2024 Various Facility Air Disinfection Systems – Purchase and Installation, CDP #24-01c. He reviewed the scope of work, the project specs and then reminded the Board that the project is fully funded through a grant received from the DuPage County Local American Rescue Plan Act Program (“LARPA”) for Park Districts. The following bids were submitted:

<u>Contractor</u>	<u>Base Bid</u>
Oak Brook Mechanical Services, Inc.	\$ 83,990.00
C. Acitelli Heating & Piping Contractors, Inc.	\$ 89,490.00
Amber Mechanical Contractors, Inc.	\$134,000.00

Bordewick noted Oak Brook Mechanical Services has successfully installed this system at many sites in the past, and that the work will be completed in March/April.

Director of Parks, Planning & Development Jenny Knitter added that the project came in about \$200,000 under budget. Staff is reaching out to DuPage County to determine what the District should do with the unspent funds.

Staff recommended the Board accept Oak Brook Mechanical Services, Inc. as the low qualified bidder based on the contract base bid total and approve a contract in the amount of \$83,990.00 for the 2024 Various Facility Air Disinfection Systems Purchase and Installation, CDP #24-01c.

MOTION by Perry and seconded by Mahoney to accept Oak Brook Mechanical Services, Inc. as the low qualified bidder based on the contract base bid total and approve a contract in the amount of \$83,990.00 for the 2024 Various Facility Air Disinfection Systems Purchase and Installation, CDP #24-01c.

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

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

2.a.2. Bordewick’s next action item was the acceptance of Ide’s Grove West Park - Wetland Maintenance Services, MSP #24-06pc. He shared that Staff requested proposals (RFP) to conduct monthly (five total visits) herbicide treatments of invasive species in the wetland areas surrounding the pond at Ide’s Grove West Park adding that the RFP includes an option to extend the contract annually for an additional two years. Staff received the following proposals:

<u>Contractor</u>	<u>Year 1 (2024)</u>	<u>Year 2 (2025)</u>	<u>Year 3 (2026)</u>	<u>3-Year Total</u>
Integrated Lakes Management, Inc.	\$ 7,405.00	\$ 7,405.00	\$ 7,405.00	\$22,215.00
Tallgrass Restoration, LLC	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$22,500.00
ENCAP, Inc.	\$ 8,750.00	\$ 9,250.00	\$ 9,750.00	\$27,750.00
Bluestem Ecological Services	\$10,150.00	\$10,150.00	\$10,150.00	\$30,450.00

Davey Tree Expert Company	\$17,250.00	\$17,940.00	\$18,655.00	\$53,845.00
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Bordewick shared that Integrated Lakes Management, Inc. completed this same scope of work at Ide’s Grove West Park in 2021 and 2023. He noted that 60% of the cost for this work will be reimbursed by the Village of Woodridge through the neighborhood’s SSA (Special Service Area) tax. The District’s financial commitment will be \$2,962.00 annually, subject to contract renewal. This expense will be funded from the Corporate Fund’s Environmental Management budget.

Commissioner Perry asked if requesting a three-year proposal stabilized the costs. Bordewick confirmed that it does stabilize costs.

Staff recommended that the Board accept Integrated Lakes Management, Inc.’s proposal and approve a contract in the amount of \$7,405.00 for 2024 based on their proposal dated February 5, 2024, and authorize the Executive Director to sign the contract, and in the Executive Director’s discretion, consider approval of the 2025 option in the amount of \$7,405.00 and/or the option for 2026 in the amount of \$7,405.00 for the Ide’s Grove West Park - Wetland Maintenance Services, MSP #24-06pc.

MOTION by Perry and seconded by Mahoney to accept Integrated Lakes Management, Inc.’s proposal and approve a contract in the amount of \$7,405.00 for 2024 based on their proposal dated February 5, 2024, and to authorize the Executive Director to sign the contract, and in the Executive Director’s discretion, consider approval of the 2025 option in the amount of \$7,405.00 and/or the option for 2026 in the amount of \$7,405.00 for the Ide’s Grove West Park - Wetland Maintenance Services, MSP #24-06pc.

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

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

2.a.3. Bordewick’s next action item was Hawthorne Hill Woods Path - Tree Removals, MSP #24-07pc. He reported that Staff requested proposals to remove and dispose of 10 standing trees and one fallen tree at Hawthorne Hill Woods in preparation for the proposed path development. The identified trees are too large for District Staff to safely remove. Staff received the following proposals:

<u>Contractor</u>	<u>Proposal Total</u>
Family Landscaping & Treewerks, Inc.	\$ 11,900.00
Steve Piper & Sons Inc.	\$ 12,985.00
Trees R Us, Inc.	\$ 17,355.00
Homer Industries, Inc.	\$ 25,000.00
Davey Tree Expert Company	\$ 25,730.00
Fernandez Tree Service, Inc.	\$ 30,000.00

Bordewick said the District has a positive working relationship with Family Landscaping & Treewerks, Inc. who have completed multiple similar projects for the District, most recently the contracted tree removals and the high pruning of large oaks at Castaldo Park in late 2023.

Staff recommended the Board accept Family Landscaping & Treewerks, Inc.’s proposal and approve a contract in the amount of \$11,900.00 based on their proposal dated February 7, 2024, for the Hawthorne Hill Woods Path - Tree Removals, MSP #24-07pc.

MOTION by Perry and seconded by Mahoney to accept Family Landscaping & Treewerks, Inc.'s proposal and approve a contract in the amount of \$11,900.00 based on their proposal dated February 7, 2024, for the Hawthorne Hill Woods Path - Tree Removals, MSP #24-07pc.

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

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

2.a.4. Bordewick's final action item was a change order for Hawthorne Hill Woods – Culvert Repair Engineering Services, CA #20-02pc. Bordewick reminded the Board that in September 2023, the Illinois Department of Natural Resources informed the District of a \$200,000 grant award for the Recreational Trails Program (RTP) to develop a recreational trail at Hawthorne Hill Woods per the approved 2014 Town Centre Master Plan. The grant requires that the trail surface minimize the use of impervious pavement. The original design issued for permit was for a fully paved asphalt path.

Bordewick reviewed the scope of work and shared that the surface detail modification to crushed limestone will require the engineer to modify the drawing set for permit resubmittal and review by the Village of Woodridge. He then reviewed the revised project timeline.

Staff recommended the Board ratify the Director of Parks, Planning & Development's approval of Change Order #5 to Living Waters Consultants, Inc.'s contract for a net increase not to exceed \$2,900.00 to the Hawthorne Hill Woods Culvert Repair – Engineering Services, CA #20-02pc, for expanded scope of services to modify the pavement details, final construction documents and bid specifications to comply with approved grant project in preparation for permitting, bidding and construction.

MOTION by Perry and seconded by Mahoney to ratify the Director of Parks, Planning & Development's approval of Change Order #5 to Living Waters Consultants, Inc.'s contract for a net increase not to exceed \$2,900.00 to the Hawthorne Hill Woods Culvert Repair – Engineering Services, CA #20-02pc, for expanded scope of services to modify the pavement details, final construction documents and bid specifications to comply with approved grant project in preparation for permitting, bidding and construction.

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

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

Bordewick then moved on to his informational items starting with Jubilee Point Park (JPP) updates. He reported that Staff reached out to the Village of Woodridge to confirm the timeline and process for approval of the Project and they confirmed that a traffic study would be required with submittal. He then reviewed the preliminary timeline that would meet the Plan Commission and Village Board review process.

Bordewick then shared that Staff met with Hitchcock Design (HDG) on February 13<sup>th</sup> to review the preliminary 95% design development (DD) drawings and were asked for final feedback related to the plan. The civil engineering consultant was not part of the meeting and therefore Staff still did not review any engineering plans, wetland mitigation implications, feedback regarding grant plausibility for potential permeable pavers, or feedback regarding well or village water use for the relocated garden plots.

Bordewick said that with these variables still undefined in conjunction with ongoing design assessments, Staff reassessed the Phase 2 proposed parking lot design layout. After much discussion of the pros and cons of considering alternate parking layouts to reduce the impact within an existing wetland buffer zone, it was determined that the larger north parking lot, which is directly associated with the future phased special event grounds amphitheater development, is not necessary to complete in the Phase 2 development program.

Bordewick reported that per Staff direction, HDG updated the DD plans eliminating the north parking lot (70 spaces) and expanded the proposed number of spaces near the picnic area from 59 spaces to 88 spaces. He noted that an added benefit of the proposed relocated parking lot is the closer proximity to the park shelter to meet picnic parking demands and further minimizes the impact on existing trees and the wetland buffer, which would further reduce wetland mitigation requirements. This revised layout would result in an additional 54 existing trees that can be preserved.

Discussion ensued, pending updated cost estimates and overall Phase 2 design value engineering assessment to add more walking paths as shown in the master plan, minor revisions to the garden plots and the mulch pick-up site.

President Cohen asked if the entry/exit driveway is still included in the plans. Knitter said that the driveway is currently listed as an alternate bid and Staff is waiting to see the corresponding costs.

Additional discussion ensued regarding the future direction of the Village/Park District brush drop-off location at Hawthorne Hill Woods and the mulch pick-up area location on the Jubilee Point Park property near the fire station off Woodridge Drive. Staff noted further assessment is warranted by Staff and with the Village before issuing a final recommendation.

President Cohen asked if there was an opportunity to apply for another OSLAD grant for the project. Knitter explained that receiving another OSLAD grant is not very likely, due to the competitiveness of the grant project based on remaining improvements to complete as the grant scores highest when unique site features in the community are included as part of the development. She added the paths under consideration to be added to JPP may be eligible for an IDNR Recreational Trail Grant and Staff will research any additional opportunities. Executive Director Adams reminded the Board that with some grants, including OSLAD, the grants have to be funded with locally matched funds (e.g. 50%) by the District and therefore any grant applications are subject to budget availability.

Executive Director Adams next shared that on February 21<sup>st</sup> Staff will be meeting with Tim Jenson from Woodridge Community TV (WCTV) Local Access Channel 6 to discuss the next steps to produce a video segment about the invasive vegetation work and proposed Phase 2 park development plans at Jubilee Point Park.

Bordewick next discussed the Jubilee Point Park - Woody Invasive Species Removal Project, sharing that in addition to the postcards sent to all resident households, custom banners notifying the community of the upcoming natural area improvements were installed along Woodridge and Center Drives on January 25<sup>th</sup>, and The Davey Tree Expert Company mobilized crews and began the removal of woody invasive plant material on Monday, February 5<sup>th</sup>. Bordewick said that two weeks into the project the pace of work is going well and that they have not received any work crew complaints. He noted that once they are done there will be a lot of brush and garbage to clean up.

President Cohen asked if the crews had come across any encroachments during their invasive removal. Bordewick said some fences, potentially a parked car and concrete blocks have been found encroaching on District property.

Bordewick closed his report sharing that since the January board meeting, Staff received two additional peer review letters in support of the Jubilee Point Park – Natural Area Improvement Plan from the University of Illinois Department of Natural Resources and Environmental Sciences and the Morton Arboretum. Both letters have been added to the project's website for reference.

Parks, Planning & Development: Parks Division

2.b.1. Superintendent of Parks John Karesh opened the report with his first action item, the Portable Wheeled Baseball Outfield Fence System Purchase, CRP #24-01c. The proposed purchase replaces the existing aged framed windscreen system that frequently required maintenance to relevel the fence after high wind events. Because a portable system is needed to allow the use of the lighted soccer field after the baseball/softball season, a sturdier but portable traditional outfield fence system was desired. The following bids were received:

<u>Contractor</u>	<u>Base Bid</u>
Proline Fence	\$72,430.00
Midwest Field Solutions	\$71,250.00
Sportafence Holdings Inc.	\$50,770.24

Staff recommends the Board accept Sportafence Holdings Inc., as the low-qualified bidder and approve a contract in the amount of \$50,770.24, for the Portable Wheeled Baseball Outfield Fence System Purchase, CRP #24-01c.

MOTION by Perry and seconded by Mahoney to accept Sportafence Holdings Inc., as the low-qualified bidder and approve a contract in the amount of \$50,770.24, for the Portable Wheeled Baseball Outfield Fence System Purchase, CRP #24-01c.

Commissioner Mahoney asked if the Woodridge Athletic Association is paying anything towards the fence purchase. Executive Director Adams said that they are not and that the District can use the fencing for other District events and activities where warranted.

Commissioner Mahoney then asked if the fence is easy to move. Executive Director Adams shared that the fence is on wheels making it portable and referenced the satisfactory use by another park district.

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

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

2.b.2. Karesh moved on to his last action item, the Janes Avenue Park – In-line Hockey/Futsal Court - Logo and Line Striping MSP #24-08pc, reporting that the Janes Avenue Park hockey court lines & logo are severely faded. Staff reached out to Sport Court, the company that completed the previous logo and striping of the surface for a proposal, which was received in the amount of \$4,450.00.

Staff recommended the Board accept Sport Court's quote dated February 6, 2024, and approve a contract agreement in the amount of \$4,450.00, for the Janes Avenue Park – In-line Hockey/Futsal Court - Logo and Line Striping MSP #24-08pc.

MOTION by Perry and seconded by Mahoney to accept Sport Court's quote dated February 6, 2024, and approve a contract agreement in the amount of \$4,450.00, for the Janes Avenue Park – In-line Hockey/Futsal Court - Logo and Line Striping MSP #24-08pc.

Commissioner Perry asked when the court was last painted. Knitter said it's been about seven years, and that now is a good time to complete the work with a potential ball hockey league starting in the spring.

Commissioner Perry then asked when the court is scheduled to be replaced and if it is worth painting if it will be replaced soon. Executive Director Adams reported that the court is rescheduled for replacement in 2029 and that it is worth painting since replacement is still five years away.

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

AYES: Perry, Mahoney and Cohen

NAYS: None

ABSENT: Coleman, Venouziou

MOTION CARRIED.

Karesh moved on to his informational items sharing that a resident reached out and suggested dog waste bag stations in all of the District's parks. He said that the District installed a station at Windy Point Park as a pilot program with limited success. Based on Staff findings, it was decided to remove the station and continue to monitor the parks for this nuisance.

Knitter added that the parks have plenty of signage in place reminding people to clean up after their pets in accordance with Park District regulations and that there has never been a consistently reported issue with this.

Commissioner Perry asked what an estimated cost would be for adding waste bag stations in all the parks. Karesh said it would depend on the types of dispensers, bags and poles used as well how many are needed per park, as well as Staff's time in maintaining the stations. He estimated it could be a couple thousand dollars a park.

Karesh closed his report discussing the Janes Avenue Park Baseball Field Lighting Emergency Pole Base Replacement Project, reporting that in response to the District's modified claim of the possibility of the tornado being the cause of this damage, Park District Risk Management Agency (PDRMA) scheduled a structural engineer to inspect the base in question on February 18<sup>th</sup>. Once the inspection is complete, PDRMA shared that the District can proceed with the repair, as the damage has been independently assessed. He added that Staff dug up all the light pole bases and confirmed that the subject post was the only one with damage and was the only one in the tornado's path. He said the replacement base pole was installed on February 20<sup>th</sup> and is located about five feet away from the existing damaged pole.

#### Golf Course

Knitter referred the Board to the Golf Course Board Report for the most recent updates and noted that weather permitting, Village Greens is scheduled to open March 1<sup>st</sup>.

#### Aquatics & Recreation

4.a. Superintendent of Recreation Don Ritter opened the Aquatics & Recreation Report with his first action item, Cypress Cove – Main Pool Leak Repair - Plumbing and Concrete Repair Services, AMSP #24-01pc-02. Ritter deferred to Executive Director Adams to update the Board on the issue.

Executive Director Adams provided a quick recap regarding the initial scope of work which was to open up a section of the pool basin to access existing pool piping to determine the condition of the main plumbing line through leak detection methods to include inspection with a camera where accessible. The results revealed a major crack in one of the main line T-connections in addition to stress/fissure cracking along other pipe segments/connections.

Adams reported that after further review with the leak detection contractor, plumbing contractor and aquatic engineer, the recommendation was to access and replace all the piping in the pool's deep end. Staff originally recommended replacing the main drain basins, but further investigation determined that an IDPH permit would be required resulting in potential significant delays. Since the basins are in satisfactory condition, their replacement is not planned.

Adams said a contemplated change order directive was issued and the proposed Change Order #1 in the amount of \$40,599, which excludes the cost to repour the concrete, was shared with each Commissioner prior to the Executive Director's authorization to proceed. He added that work commenced on Monday, February 20<sup>th</sup> with the concrete being saw-cut and removed to expose a section of existing piping. After that, the aggregate backfill and damaged piping will be removed for complete replacement. Finally, additional leak detection will be performed on the main pipe between the main pool and the filter building to ensure there are no additional leak locations.

Commissioner Mahoney asked what the total costs would be for the final project. Executive Director Adams projected a preliminary estimate of approximately \$80,000.

President Cohen asked if the contractors would be using any subs. Adams said that due to the nature of the issue, only plumbing and concrete specialists are being used.

Commissioner Mahoney asked if the pool liner was damaged. Knitter responded that there would be some damage but RenoSys, the manufacturer who installed the liner, is on notice to repair any damage at the end of the project.

Commissioner Perry asked if these repairs would delay Cypress Cove's opening day. Executive Director Adams reported that with the concrete work scheduled for March, Staff doesn't anticipate any delays at this time.

Staff recommended the Board ratify the Executive Director's approval of Change Order #1 in the amount of \$40,599.00, to C.J. Erickson's contract to remove additional concrete and complete replacement of pool piping pursuant to the Emergency Acquisition of Services Authorization in accordance with policy IV.1.28 and Illinois Compiled Statute 70 ILCS 1205/8-1(c), for the Cypress Cove – Main Pool Leak Repair Project - Plumbing and Concrete Repair Services, AMSP #24-01pc-02.

MOTION by Perry and seconded by Mahoney to ratify the Executive Director's approval of Change Order #1 in the amount of \$40,599.00, to C.J. Erickson's contract to remove additional concrete and complete replacement of pool piping pursuant to the Emergency Acquisition of Services Authorization in accordance with policy IV.1.28 and Illinois Compiled Statute 70 ILCS 1205/8-1(c), for the Cypress Cove – Main Pool Leak Repair Project - Plumbing and Concrete Repair Services, AMSP #24-01pc-02.

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

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

4.b. Ritter presented his next action item the ARC - Stationary Bike Fitness Equipment Purchase, ARC-CRP #24-01c, explaining that the ARC Fitness Center currently includes five (5) Life Fitness Aspire upright stationary bikes and five (5) Life Fitness Aspire recumbent stationary bikes. Repair work on the bikes is increasing based on the age of the equipment and limited access to replacement parts. Based on the usage of each of the bikes, Staff recommends replacing all five (5) of the recumbent stationary bikes but replacing only three (3) of the five upright stationary bikes.

Staff recommended the Board accept Life Fitness, an authorized dealer of Aspire Stationary Bike Fitness Equipment, as the low-qualified bid secured from Sourcwell and approve a purchase order in the amount of \$30,532.08 for the purchase and delivery of three Aspire upright bikes and five Aspire recumbent bikes for the Stationary Bike Fitness Equipment Purchase, ARC-CRP #24-01c.

MOTION by Perry and seconded by Mahoney to accept Life Fitness, an authorized dealer of Aspire Stationary Bike Fitness Equipment, as the low-qualified bid secured from Sourcwell and approve a purchase order in the amount of \$30,532.08 for the purchase and delivery of three Aspire upright bikes and five Aspire recumbent bikes for the Stationary Bike Fitness Equipment Purchase, ARC-CRP #24-01c.

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

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



MOTION CARRIED.

4.c. Ritter presented his last action item the Fred C. Hohnke Community Center (FHCC) Administration Office Revised Hours of Business, sharing that the current posted business hours of the FHCC Administration Office are 8:30 a.m. to 4:30 p.m., but the Front Desk has not been open for service since it was temporarily closed down during Covid-19, with the exception of Thursdays to service registration demands created from the Golden Years program. Staff proposed during the FY2024 budget process reopening the front desk for administrative/recreation registration services Monday through Friday from 9:00 a.m. to 4:00 p.m. with the change going into effect on Monday, March 4<sup>th</sup>. He noted that this change does not impact those employees' typical schedules that work at the FHCC.

Staff recommended the Board approve the reopening of the Fred C. Hohnke Community Center (FHCC) Administration Office Front Desk between the Hours of 9 a.m. to 4 p.m. Monday through Friday, excluding District Holidays.

MOTION by Perry and seconded by Mahoney to approve the reopening of the Fred C. Hohnke Community Center (FHCC) Administration Office Front Desk between the Hours of 9 a.m. to 4 p.m. Monday through Friday, excluding District Holidays.

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

AYES: Perry, Mahoney and Cohen

NAYS: None

ABSENT: Coleman, Venouziou

MOTION CARRIED.

Ritter then reminded the Board that last May John Hagen approached the District about hosting a ball hockey fundraiser at the Janes Avenue Futsal Court in June of 2023. The Board granted a one-time exception and allowed the fundraiser to be held at no charge. Hagen approached the District again asking to host a fundraiser this year and Ritter said he is looking to the Board for guidance.

Board discussion ensued on the dates and length of the tournament, potential scheduling conflicts when the District pursues a ball hockey league and whether or not to charge them this year.

Commissioner Mahoney asked if the District would be starting a ball hockey league and how many days a week would it be. Ritter shared that the District will be starting an in-house league in the late spring or early summer and that it tentatively will be one day a week. He added that given the popularity of the court, Staff does not want to interfere with public open play.

Commissioner Mahoney asked if the District provided any fee-waived additional services last year. Executive Director Adams said they utilized the lights after sunset, portable units and the on-site shelter as tournament headquarters.

Commissioner Perry asked if the tournament would interfere with any WAA games. Ritter said that there might be games and if there are, it could cause parking issues.

After the discussion, there was Board concurrence to allow the tournament again this year, but to charge the group the standard hourly court rental fees and for additional services including lights and portable unit cleaning services.

Ritter closed his report by sharing that with last month's Board authorization, the Executive Director accepted a proposal and approved a contract with Martin Peterson Company to remove and replace the three ARC rooftop heat exchangers (roof units #3, #5, #6) for \$24,560.00. The units are expected to be available in early April. PDRMA approved the claim for the cost of the replaced units, minus the \$3,000.00 deductible (\$1,000 per unit). ARC Staff continues to monitor the carbon monoxide levels with no issues to date of elevated readings since the cracks in the heat exchangers were caulked on January 12<sup>th</sup>.

Marketing & Community Engagement (“MCE”)

Knitter referred the Board to the MCE Board Report for the most recent updates.

Safety Committee

Knitter referred the Board to the Safety Board Report for the most recent updates and shared that the District Risk Manager attended the DuPage Regional Office of Education’s School Safety Network meeting. The purpose of the meeting was to discuss reunification of victims in the aftermath of a crisis. A unification drill will be hosted on April 17<sup>th</sup> at West Chicago Park District’s Athletic Recreation Center. DuPage County Health Department also presented a summary of services offered on mental health and crisis support including mental health assistance related to crisis support to Staff and the public.

Administration

No report.

CONSENT AGENDA

F.1.- 7. 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 Perry and seconded by Mahoney to approve Consent Agenda Item #1 for the approval of the January 16, 2024 Regular Board Meeting Minutes, and Agenda Items #2 through #5 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount \$869,513.26.

- 1. Regular Board Meeting Minutes ..... January 16, 2024
- 2. Vendor Payment & Payroll Ratification Report (1/12/24 – 2/15/24) ..... \$869,513.26
- 3. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #7 (26%) ..... \$11,800.00
- 4. Village of Woodridge, Town Centre Land Acquisition Debt Service P&I..... \$490,287.50
- 5. Webster, McGrath & Ahlberg, LTD, Lake Harriet & Janes Avenue Park ADA Improvements – Engineering Services, CA #23-05ca, Payout #2-3 (15%) ..... \$2,150.00

President Cohen requested a roll call approving consent agenda items #1 through #5.

Upon a roll being called:

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

EXECUTIVE DIRECTOR’S REPORT

G.1.a. Executive Director-Elect Knitter opened the Board Report with the first action item approval of Resolution No. 24-1, A Resolution Authorizing a Change Order in Regard to the Cypress Cove – Main Pool Leak Repair Project – Plumbing and Concrete Repair Services, AMSP #24-01pc-02 Involving an Increase in the Contract Price in Excess of \$10,000.00.

Knitter shared that details about the change order were covered in the Aquatics & Recreation Report.

Staff recommended the Board approve Resolution No. 24-1, A Resolution Authorizing a Change Order in Regard to the Cypress Cove – Main Pool Leak Repair Project – Plumbing and Concrete Repair Services, AMSP #24-01pc-02 Involving an Increase in the Contract Price in Excess of \$10,000.00.

MOTION by Perry and seconded by Mahoney to approve Resolution No. 24-1, A Resolution Authorizing a Change Order in Regard to the Cypress Cove – Main Pool Leak Repair Project – Plumbing and Concrete Repair Services, AMSP #24-01pc-02 Involving an Increase in the Contract Price in Excess of \$10,000.00.

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

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

G.1.b. Knitter presented the final action item, approval of a License Agreement with Woodridge Rotary, Inc. for the Use of Park District Property for Recycling Extravaganza, reporting that each year the Board considers approving a license agreement with the Woodridge Rotary to utilize the Athletic Recreation Center and Cypress Cove Family Aquatic Park facility & parking lot, other park parking lots, and grounds to host their Annual Recycling Extravaganza and Mini Triathlon. For 2024, Rotary is only requesting use of the Cypress Cove parking lot for the “Recycling Extravaganza” on Saturday, May 11, 2024, from 6:00 AM – 1:00 PM. Similar to the last several years, the Mini Triathlon is not scheduled to occur this year.

Staff recommended the Board approve a license agreement dated February 20, 2024, with Woodridge Rotary for use of park district property located at Cypress Cove Family Aquatic Park parking lot.

MOTION by Perry and seconded by Mahoney to approve a license agreement dated February 20, 2024, with Woodridge Rotary for use of park district property located at Cypress Cove Family Aquatic Park parking lot.

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

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

Executive Director Adams closed the report by reviewing the latest development report from the Village of Woodridge Planning Commission mentioning the proposed re-development of the Office Depot into an indoor pickleball facility.

#### COMMITTEE REPORTS

Knitter shared that in 2023, SEASPAR’s finance team developed its first Annual Comprehensive Financial Report to document financials for the 2022 fiscal year. Staff also submitted this first report for the Government Finance Officers Association (GFOA) Certificate of Achievement and received this high recognition for transparent financial reporting.

#### EX-OFFICIO REPORTS

##### Chamber of Commerce

No Report

##### Affiliated Athletic Associations

None

#### OLD BUSINESS

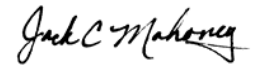
Executive Director Adams provided a brief update on Pulte Homes’ request to “disconnect” two properties within Woodridge Park District boundaries pertaining to the planned single-family residential development in Lisle. He said the District is working with legal counsel on the approval process to include the timeline for coordinating the annexation of the same properties to the Lisle Park District.

#### ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Perry to adjourn the regular board meeting at 8:35 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.

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

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Jack Mahoney, Secretary