

WOODRIDGE PARK DISTRICT
Fred C. Hohnke Community Center
Regular Board Meeting
April 16, 2024



President Cohen called the Regular Meeting of the Board of Commissioners to order at 6:31 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, Romano, Webber.

Public Attendance: Peter Ramirez

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

President Cohen opened his report recognizing Village Greens Golf Course Starter/Ranger Peter Ramirez on his 15th anniversary with the District. He deferred to Executive Director-Elect Knitter to share information about Ramirez that Golf Course Manager Brandon Evans provided.

Executive Director-Elect Knitter reported Ramirez is a fixture in the starter booth at Village Greens and that guests love him, adding that he provides a high level of customer service and that they hope to have him around for another 15 years.

President Cohen then congratulated Carl Solorio, Village Greens Golf Course, Golf Seasonal Maintenance on his 5th Anniversary and Sean Conniff, Village Greens Golf Course, Golf Shop Attendant on his 5th Anniversary.

President Cohen next congratulated Matt Adams, Parks Division - Maintenance Staff - Level 3, on successfully obtaining Certified Playground Safety Inspector (CPSI) certification.

President Cohen then reviewed upcoming District Events including the April 26th Arbor Day Tree Planting Event at Jubilee Point Park.

President Cohen asked how many trees will be planted at the event. Superintendent of Planning & Development Ryan Bordewick shared that 10 students from Jefferson Junior High and District Staff volunteers are scheduled to plant 150 trees.

President Cohen asked Executive Director-Elect Knitter for an update on the Woodridge Cable TV (WCTV) local channel 6 video package on Jubilee Point Park. Knitter shared that Tim Jensen with local channel 6, continued site videography work in late March into early April and conducted video interviews with Brook McDonald from the Conservation Foundation as well as herself, Executive Director Adams and Natural Resource Manager Chris Pollack. She added that the raw footage will be available for review the week of April 22nd. Both the District and the Village of Woodridge will have final approval on the video.

The President's Report closed as Executive Director-Elect Knitter asked the Board if they are interested in scheduling a park tour since it's been a few years since the last one. The Board confirmed they would like a tour and Knitter said she would get back to them with potential dates.

STAFF REPORTS

Finance

Superintendent of Finance & Personnel Chris Webber opened his report saying that he had no action items and shared that on March 29th the District received the Government Finance Officers Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR) for the year ending December 31, 2022. This was the District's 5th consecutive PAFR Award and as of March 29, 2024, is only one of four Park Districts in Illinois as well as one of 37 public entities in Illinois to receive this award for 2022.

Webber then briefly reviewed the District's financials including year-to-date updates on facility revenues.

Webber closed his report noting that the Human Resources department is extremely busy recruiting for two full-time positions - a Parks Maintenance II position as well as the Food and Beverage Manager at Village Greens. Additionally, Robert Harry, who has been with the District for almost 34 years, announced he will be retiring on May 6th, so that position will need to be filled as well.

President Cohen asked if Cypress Cove was fully staffed for the upcoming season. Superintendent of Recreation Don Ritter confirmed that Cypress Cove is fully staffed.

Parks, Planning & Development: Planning, Development & Natural Resource Management (PDNRM) Division

2.a.1-2. Superintendent of Planning & Development Ryan Bordewick opened his report with seeking action pertaining to the Hawthorne Hill Woods – Trail Development Project, CDP #24-02c. Bordewick shared that despite having 12 plan holders and 11 being local contractors, the District received only one bid from Schroeder Asphalt Services, Inc. for \$608,480.00, more than \$100,000 over budget. The District budgeted \$500,000 for this project based on previous bids. He also noted that Staff continues to follow up with the plan-holders to determine why they did not submit bids.

Bordewick said with the bid coming in over budget and only receiving one bid, Staff plans to reissue the bid later this year for fall 2024-spring 2025 construction. The terms of the grant agreement allow two years to complete construction through September 2025. In early April, the District paid the \$2,000 grant award administrative fee as required for the Recreational Trails Programs grant.

Staff recommended the Board reject Schroeder Asphalt Services, Inc.'s bid for the Hawthorne Hill Woods – Trail Development Project, CDP #24-02c.

MOTION by Mahoney and seconded by Perry to reject Schroeder Asphalt Services, Inc.'s bid for the Hawthorne Hill Woods – Trail Development Project, CDP #24-02c.

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

AYES: Mahoney, Perry and Cohen

NAYS: None

ABSENT: Coleman and Venouziou

MOTION CARRIED.

Staff recommended the Board authorize Staff to re-bid the Hawthorne Hill Woods – Trail Development Project, CDP #24-02c-02.

MOTION by Mahoney and seconded by Perry to authorize Staff to re-bid the Hawthorne Hill Woods – Trail Development Project, CDP #24-02c-02.

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

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

2.a.3. Bordewick next sought final action on a change order for Jubilee Point Park (Town Centre) - Woody Invasive Species Removal Project, MSP #23-22c. He reported that concurrent with the contracted removal of invasive trees and shrubs, Chris Pollack, the District's Certified Arborist, completed assessments of all remaining trees on the Jubilee Point Park property identifying hazardous trees for removal in accordance with the Natural Area Improvement Plan. Most of the hazardous trees identified were removed by members of the District's natural resource management team; however, four trees were identified for contracted removal that were either too large for Staff to address or were in immediate proximity to existing structures or utilities. The contractor's bid included unit pricing for tree removals outside the project's scope of work. The unit pricing was variable based on caliper size (diameter of trunk).

Contracted Tree Removals Proposed

1. Boxelder (dead) near Garden Plots gate – 20 caliper inches @ \$35/inch:	\$ 700
2. Elm (dead) near residential fence – 19 caliper inches @ \$35/inch:	\$ 665
3. Cottonwood along Center Dr. (NW) – 28 caliper inches @ \$50/inch:	\$ 1,400
4. Cottonwood along Center Dr. (NE) – 23 caliper inches @ \$35/inch:	<u>\$ 805</u>
	\$ 3,570

Staff recommended the Board authorize Change Order #1 to Davey Tree Expert Company, Inc.'s contract for a net increase in the amount of \$3,570.00 for the removal of four identified, hazardous trees for the Jubilee Point Park (Town Centre) - Woody Invasive Species Removal Project, MSP #23-22c.

MOTION by Perry and seconded by Mahoney to authorize Change Order #1 to Davey Tree Expert Company, Inc.'s contract for a net increase in the amount of \$3,570.00 for the removal of four identified, hazardous trees for the Jubilee Point Park (Town Centre) - Woody Invasive Species Removal Project, MSP #23-22c.

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

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

Bordewick then discussed informational items, reviewing first an update on Jubilee Point Park (Town Centre) Park Phase 2 – Final Design and Engineering, CA# 23-02pc. He reviewed the significant changes Hitchcock Design Group (HDG) made to the plan since the March 19th Special Board Meeting including the incorporation of the internal looped path with connections to the municipal complex and the Woodridge Dr./71st Street intersection, the removal of the shelter in the garden plots area which allowed for the addition of three more raised ADA accessible garden beds and three additional regular garden beds, and a product change for the picnicking shelter in the picnic grove area of the park. He added that a pavement reduction was achieved by slightly shifting the access drive to feature parking along the primary drive aisle, thus eliminating the secondary drive/road.

Bordewick said that on April 9th, the design team met with representatives from the Village of Woodridge to discuss the permitting submittal process. In the coming weeks, HDG will submit preliminary information for Village Staff review including the traffic study and detailed information related to parking, to be followed by the full project permit submittal. Based on the project status to date, the design team will be submitting a request for an extension of the grant timeframe to IDNR soon.

Commissioner Mahoney asked for details on the traffic study. Executive Director Adams explained that the Village will evaluate the proposed layout including the best way to enter the Park from adjacent streets and consideration of a median break so park visitors heading southbound on Woodridge Drive can turn left into the Park.

Board discussion ensued on the traffic study and its possible outcomes as well as the status of the Jubilee Point Park budget.

Bordewick then discussed the Orchard Hill Park Baseball Protective Spectator Netting Concept updates, reminding the Board that in 2023, it was decided to not pursue any of the design solutions produced by Williams Architects due to their high costs, and instead, reconsider at the time backstop structures were scheduled for replacement to address the issue of overhead netting in spectator areas. In the fall, after learning about a new lightweight netting product, Staff reached out to representatives from National Sports Nets, LLC, out of Lemont, IL, to discuss cost-conscious, site-specific solutions. Bordewick reported that National Sports Nets is a leading company in the netting market.

Bordewick explained that the proposed solution includes erecting two central support posts in the paver area to the northeast of the existing shelter. The new posts would be connected to the three existing backstop structures with stainless steel cables from which lightweight netting will be stretched/suspended. The proposed netting would expand existing areas of coverage providing continuous net coverage for the spectator areas surrounding the park shelter. The net is lightweight, is not made of nylon, and won't absorb any water.

Bordewick noted that this solution would place stress on the existing backstop structures, and for this reason, is likely a temporary solution that will address concerns related to spectator safety until the backstop structures are ultimately replaced in 2033.

Bordewick then asked the Board for their input on the proposed netting system.

Commissioner Mahoney asked how old the current netting. Bordewick responded that the netting is about 20 years old.

President Cohen asked if there has ever been an issue with foul balls hitting cars in the parking lot. Ritter said there has never been an issue reported.

Board discussion continued on the longevity of the current backstops and when they will need to be replaced, the design style of the system and the possibility of WAA helping pay for the netting system. The Board concurred with moving ahead with the netting purchase.

Executive Director-Elect Knitter said that Staff will do some additional research on the pricing and provide an update at the May meeting.

Bordewick closed his report sharing that Davey Tree Expert Company, the company completing the woody invasive removals at Jubilee Point Park, completed the cutting of all identified invasive tree removals on Saturday, March 30th. The clean-up of felled debris will continue into mid-April. The contractor will also be returning in June to spray (herbicide) any re-sprouts of the invasive plant material that was removed.

Parks, Planning & Development: Parks Division

2.b.1. Superintendent of Parks and Operations John Karesh opened the Parks Report with his first action item Hobson Corner Park - Splash Pad Maintenance Services, MSP #24-13pc, sharing that Staff met with three contractors to discuss preventive maintenance services of the Hobson Splash Pad for weekends and holidays during the season. Chicagoland Pool Maintenance, the only contractor interested in the opportunity, met with Staff on site to inspect the splash pad operations and provided the District with a proposal for the 15-weekend Hobson Splash Pad Season (Memorial Day – Labor Day, including three holidays) by Certified Pool Operators (CPOs) for \$10,039.00.

Karesh then reviewed the scope of work, the benefits of using the Service and reported that the contractor's references all came back positive.

Staff recommended the Board accept Chicagoland Pool Maintenance's proposal and approve a service agreement in the amount of \$10,039.00 for the 2024 Summer Season based on their proposal dated April 4, 2024, for the Hobson Splash Pad Maintenance Services, MSP #24-13pc.

MOTION by Mahoney and seconded by Perry to accept Chicagoland Pool Maintenance's proposal and approve a service agreement in the amount of \$10,039.00 for the 2024 Summer Season based on their proposal dated April 4, 2024, for the Hobson Splash Pad Maintenance Services, MSP #24-13pc.

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

AYES: Mahoney, Perry and Cohen

NAYS: None

ABSENT: Coleman and Venouziou

MOTION CARRIED.

2.b.2-3. Karesh then moved on to his last two action items, the Orchard Hill Park & Cypress Cove – Light Pole Electrical Volt Reduction Project, MSP #24-12pc. He reminded the Board that shortly after the contractual installation of the LED lights across the District, Staff observed the lights at Cypress Cove not fully working. The original contractor replaced the new LED drivers with another set as part of their support to resolve this issue. After further investing into this issue and learning the lights kept needing to be replaced with more and more failures each day, the contractor stated they would not continue to replace drivers, as they have never encountered this issue and it seems to be a wiring problem, not a new LED manufacturer warranty problem. As a measure of good faith, the contractor provided the District with a box of new drivers for their use to replace at the District's labor and discretion.

Karesh said Staff reached out to Burnett & Sons Electric, a contractor who previously worked on Orchard Hill/Cypress Cove electrical service calls and repairs. They met with Staff and electrical engineers to investigate the issue and determined that while the Cypress Cove light poles are wired at 480 volts, which the LED drivers are rated for, drivers were still being blown out only after a short period of use. They shared that the drivers are operating at maximum capacity when wired at 480 volts and recommended the poles be reduced to 277 volts. The reduction in voltage will provide more than acceptable power to operate the lights at full capacity and allow for any type of electrical surges and/or spikes which will greatly reduce exposure to the drivers overheating.

Karesh said that to ensure this is a viable solution, Staff will vet this recommendation with AMSCO Engineering, the electrical engineer for the LED replacement project. Upon their review of the proposal, the District will purchase the 68 drivers at an expected cost not to exceed \$5,900.00 plus shipping. The District sought out a proposal for Burnett & Sons Electric to provide these additional support services related to this repair including:

- Reducing the electric voltage from 480 volts to 277 volts, in 73 light poles at a cost of \$5,947.00.
- Removing burned-out drivers and installing new drivers, purchased by the District, at 68 various LED light head locations throughout the site, at a cost of \$73/driver = \$4,964.00.
- The project will also require the contractor to rent a 30' all-terrain boom lift at a cost of \$1,260.00
- Total Cost for Burnett & Sons services = \$12,171.00

Staff recommended the Board accept Burnett & Sons Electric, a Spiral Services, L.L.C. Company's proposal dated April 11, 2024, to reduce the Cypress Cove Aquatic Park light pole voltage to 277 volts, replace 68 LED Drivers with new and secure an all-terrain boom lift, pending AMSCO Engineering's approval of this proposed solution, and approve a contract in the amount of \$12,171.00 for the Orchard Hill Park & Cypress Cove – Light Pole Electrical Volt Reduction Project, MSP #24-12pc-01.

MOTION by Mahoney and seconded by Perry to accept Burnett & Sons Electric, a Spiral Services, L.L.C. Company's proposal dated April 11, 2024, to reduce the Cypress Cove Aquatic Park light pole voltage to 277 volts, replace 68 LED Drivers with new and secure an all-terrain boom lift, pending AMSCO Engineering's approval of this proposed solution, and

approve a contract in the amount of \$12,171.00 for the Orchard Hill Park & Cypress Cove – Light Pole Electrical Volt Reduction Project, MSP #24-12pc-01.

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

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

Staff recommended the Board approve the purchase of 68 LED Drivers in an amount not to exceed \$5,900.00 for the Orchard Hill Park & Cypress Cove – Light Pole Electrical Volt Reduction Project – LED Driver Replacement Purchase, MSP #24-12pc-02.

MOTION by Perry and seconded by Mahoney to approve the purchase of 68 LED Drivers in an amount not to exceed \$5,900.00 for the Orchard Hill Park & Cypress Cove – Light Pole Electrical Volt Reduction Project – LED Driver Replacement Purchase, MSP #24-12pc-02.

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

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

Karesh then shared the following informational items:

- Contract mowing work for the select various park sites will begin on April 15th, if weather and conditions allow, and proceed to November 1, 2024.
- The Portable Wheeled Baseball Outfield Fence System was delivered to Maintenance. Staff will put together the 55 fence pieces and then move the system to Janes Avenue Park.
- Clean Up the Parks Day attracted 330 volunteers. They cleaned up 17 different park sites generating 90 bags of garbage, 25 bags of recycling, 25 bags of leaves as well as metal and other debris.

Karesh ended his report sharing that the dugout at Siple baseball field was recently vandalized. Additionally, two people tried breaking into the Concessions window at Cypress Cove. The burglar alarm went off before they could take anything.

Executive Director Adams suggested that the District may want to consider adding surveillance cameras inside the park during the off-season based on frequency of trespassers inside the facility.

Golf Course

Executive Director-Elect Knitter referred the Board to the Golf Course Board Report for the most recent updates and shared that Village Greens officially opened for play on March 2nd. The Course hosted 3,050 rounds in March compared to zero last year.

Knitter closed the report by providing an update on the Course's search for a new Food & Beverage Manager.

Aquatics & Recreation

4.a. Superintendent of Recreation Don Ritter opened the Aquatics and Recreation Report with his first action item, Cypress Cove – Pool and Splash Pad Weekend Maintenance Services, AMSP #24-02pc, sharing that when meeting with Chicagoland Pool Maintenance, about Hobson Splash Pad aquatic maintenance services, Staff also investigated the potential for aquatic maintenance support services for Cypress Cove Family Aquatic Park.

Ritter added that he, the Aquatic Maintenance Manager, the Aquatic Supervisor and the Superintendent of Parks met the contractor on-site for the walkthrough and initial discussion to determine the contractor's skillset. Upon further review of the contractor's familiarity with equipment and conformance with operational health department standards, along with answering questions and providing clarification of the scope of services, Staff felt comfortable that Chicagoland Pool Maintenance could provide weekend support services to the level needed at Cypress Cove Family Aquatic Facility.

Ritter reported that Chicagoland Pool Maintenance provided the District with a 15-weekend proposal for Cypress Cove Family Aquatic Park's Season (June 1st – Labor Day, including two holidays) which will be serviced by at least one Certified Pool Operators (CPOs). He briefly reviewed the scope of work and explained that on weekends the contractor will service Hobson Splash Pad from 7:00 a.m. – 9:00 a.m. and then Cypress Cove from 9:00 a.m. – 11:00 a.m. He added that the Aquatic Maintenance Staff will remain on a rotational weekend on-call for emergency situations that arise through this term.

Staff recommended the Board accept Chicagoland Pool Maintenance's proposal dates April 4, 2024, and approve a service agreement in the amount of \$12,775.00 for the 2024 Summer Season for the Cypress Cove Pool and Splash Pad Weekend Maintenance Services AMSP #24-02pc, subject to attorney review and approval.

MOTION by Perry and seconded by Mahoney to accept Chicagoland Pool Maintenance's proposal dates April 4, 2024, and approve a service agreement in the amount of \$12,775.00 for the 2024 Summer Season for the Cypress Cove Pool and Splash Pad Weekend Maintenance Services AMSP #24-02pc, subject to attorney review and approval.

Ritter then clarified that the Contractor will not be able to service Cypress Cove on Memorial Day but they will be available July 4th and Labor Day.

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

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

4.b. Ritter shared his last action item, a change order for the Cypress Cove – Main Pool Leak Repair Project - Plumbing and Concrete Repair Services, #24-01pc-02. He reported that the Change Order is to complete the rebar, electrical bonding and concrete work associated with the Cypress Cove pipe repair project, as sent in Executive Director Adams' email dated 4/9/2024. Three qualified pool concrete contractors were solicited by C.J. Erickson (GC) to submit proposals:

1. Stuckey Construction declined to submit due to current workload.
2. Shaefgus Brothers:
 - GC Cost \$25,000.00
 - Overhead and Profit \$ 2,500.00
 - Change Order Total \$27,500.00 including the GC's O&P
3. Combined Scope
 - CJ Erickson Laborer \$ 3,219.50
 - Elliot Construction Corp. \$12,474.00
 - Block Electric \$ 3,349.50
 - Change Order Total \$19,043.00 including the GC's O&P

Staff recommended the Board ratify the Executive Director's approval of Change Order #2 in the amount of \$19,043.00, to C.J. Erickson's contract for the Plumbing and Concrete Repair Services Project, #24-01pc-02 to remove & replace concrete and complete replacement of pool piping.

MOTION by Mahoney and seconded by Perry to ratify the Executive Director's approval of Change Order #2 in the amount of \$19,043.00, to C.J. Erickson's contract for the Plumbing and Concrete Repair Services Project, #24-01pc-02 for

expanded scope of services to remove and replace concrete and add required rebar and electrical bonding, 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).

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

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

Ritter closed his report sharing the following items:

- Cypress Cove Early Bird Season Pass sales ran from March 6th - April 2nd. On April 3rd, season pass rates increased to the Preseason Rate. Registration for aquatic programming began on April 3rd for residents and will begin on April 10th for nonresidents. All pass sales are up from where they were this time last year.
- Enrollment for the WSA spring soccer season currently stands at 452 participants which is 65 more players than last year at this same time. Games start on April 20th.
- The District hosted the April Showers Soccer Tournament on April 13th-14th with 30 teams participating.
- The District's first annual Easter Egg Hunt on March 30th was a huge success. The weather was terrific which helped play a role in the large turnout of kids and their families who collected more than 6,300 eggs.

Marketing & Community Engagement ("MCE")

Superintendent of Marketing & Community Engagement Megan Romano opened the report briefly reviewing the latest account creation and registration numbers. She shared that all summer programming is available online and resident registration will begin in May. She then provided an update on the marketing support the Department is providing for upcoming events including Motion Explosion and Thrill at the Hill.

Romano closed her report thanking Graphic Designer Colleen Kane and Customer Service Supervisor Lauren Clancy for all the extra work they did during her recent maternity leave.

Safety Committee

Executive Director-Elect Knitter referred the Board to the Safety Board Report for the most recent updates.

Administration

No report.

CONSENT AGENDA

F.1.- 13. 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 March 19, 2024 Regular Board Meeting Minutes, and Agenda Item #2 for the approval of the March 19, 2024 Special Board Meeting Minutes, and Agenda Items #3 and #4a – 4g for Vendor Payment, Payroll Ratification and Program Refunds for a total amount \$338,035.83

1. Regular Board Meeting Minutes March 19, 2024
2. Special Meeting Minutes..... March 19, 2024
3. Vendor Payment & Payroll Ratification Report (3/15/24 – 4/11/24)..... \$338,035.83
4. Contractual Payouts
 - a. Davey Tree Expert Company, Jubilee Point Park (Town Centre) - Woody Invasive Species Removal Project, MSP #23-22c, Payout #1 (74%) \$73,600.00
 - b. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca,

Payout #9 (37%)	\$17,973.23
c. Musco Sports Lighting L.L.C., Janes Avenue Park - Baseball Field Lighting – Emergency Pole Base Replacement Project, MSP #23-24pc, Payout #1 (100%, Final).....	\$2,600.00
d. Richmond Electric Co., Inc., Janes Avenue Park – Janes Ballfield Lamp Installs Project, MSP #24-09pc, Payout #1 (100%, Final)	\$2,800.00
e. Road Safe Traffic Systems, Park Entrance Sign Replacement Project, CRP #23-12pc, Payout #2 (100%).....	\$2,208.00
f. Sikich, L.L.P., FYE 12/31/2023 Auditing Services, Payouts #1 & #2.....	\$16,000.00
g. Webster, McGrath & Ahlberg, LTD, Lake Harriet & Janes Avenue Park ADA Improvements – Engineering Services, CA #23-05ca, Payout #6-7 (36%).....	\$4,300.00

President Cohen requested a roll call approving consent agenda items #1 through #4.

Upon a roll being called:

AYES: Perry, Mahoney and Cohen
 NAYS: None
 ABSENT: Coleman and 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. 24-4, A Resolution to Approve an Illinois Department of Commerce and Economic Opportunity Grant for the Ide’s Park Connector Bike Path Development Project, reminding the Board that the new path connects the Ide’s Grove West to the Ide’s Grove East creating an off-road biking/pedestrian connection linking to a regional trail. She added that this legislative grant was originally appropriated in 2020, but the funding was not released until now. The work began in spring of 2023 and was completed in July 2023.

Staff recommended the Board approve Resolution No. 24-4, to Approve an Illinois Department of Commerce and Economic Opportunity Grant for the Ide’s Park Connector Bike Path Development Project.

MOTION by Perry and seconded by Mahoney to approve Resolution No. 24-4, to Approve an Illinois Department of Commerce and Economic Opportunity Grant for the Ide’s Park Connector Bike Path Development Project.

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

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

G.1.b. Executive Director-Elect Knitter presented the next action item, approval of Resolution No. 24-5, 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, adding that this is for the change order presented earlier in the meeting during the Aquatics & Recreation Report.

Staff recommended the Board approve Resolution No. 24-5, 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 Mahoney and seconded by Perry to approve Resolution No. 24-5, 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: Mahoney, Perry and Cohen
NAYS: None
ABSENT: Coleman and Venouziou
MOTION CARRIED.

G.1.c. Executive Director-Elect Knitter presented the final action item, the approval of Ordinance No. 24-4, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedure and Job Description Manuals.

Knitter shared that changes were made to the following policies and procedures: Manual 1 – Policies and Procedures: III.2.3 Freedom of Information Request Procedures, VIII.1.3 Equal Employment Opportunities, VIII.3.8 Emergency Closing Policies & Procedures, VIII.3.14 Hiring Procedures, VIII.3.16 Employer’s Requirement to Report New Employees, VIII.3.17 Personnel Records Policy, VIII.3.19 Compensatory Time for FLSA-Exempt Employees Policy, VIII.3.20 Telecommuting Policy, VIII.3.21 Alternate Workweek Schedule Policy, VIII.4.8 Work Day (Full-time Employees) Policy, VIII.5.4 Payroll Periods, Payday & Payroll Fraud Protection Policy, VIII.5.5 Recording of Hours, Worked Policy, VIII.5.5 Recording of Hours; Manual 3 – Job Descriptions: II.ARC 12.9 Fitness Guest Services Job Description.

Staff recommended the Board approve Ordinance No. 24-4, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedure and Job Description Manuals.

MOTION by Mahoney and seconded by Perry to approve Ordinance No. 24-4, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedure and Job Description Manuals.

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

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

Executive Director Adams shared that the District received the preliminary levy extension from both DuPage and Will Counties and briefly reviewed the highlights.

Knitter then provided an update on the developer's request to disconnect Parcels 0821100013 & 0822201009 located within the boundary of the Village of Lisle from the Woodridge Park District Boundary, reporting that District Staff continues to work with legal counsel to review Pulte Homes’ submitted request to disconnect. An update will be provided at the May Board Meeting.

Knitter closed the report by referring the Board to the Executive Director’s report for the latest development report from the Village of Woodridge Planning Commission and for the 2024 first quarter updated goals and objectives.

COMMITTEE REPORT

Knitter referred the Board to the Committees Board Report for the most recent updates including SEASPAR’s latest newsletter and updates on their inclusion programs.

EX-OFFICIO REPORTS

Chamber of Commerce

Romano reported that on May 22nd the Chamber will be hosting “Checking in on Your Mental Health, Building a Stronger Business Community” at the Woodridge Police Department.

Affiliated Athletic Associations

None

OLD BUSINESS

None

NEW BUSINESS


Executive Director Adams mentioned that M/I Homes created a marketing video of their latest developments in Woodridge and highlighted Cypress Cove and Woodridge Park District Parks showcasing the benefits of nearby Parks and Facilities to these new homes.

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 8:13 p.m.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Jack Mahoney, Secretary