

WOODRIDGE PARK DISTRICT
Fred C. Hohnke Community Center
Special Board Meeting
August 22, 2024



President Cohen called the Special Meeting of the Board of Commissioners to order at 6:30 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Coleman, Mahoney, Perry, Venouziou; Absent: None
Staff present: Knitter, Bordewick, Karesh, Ravasio, Ritter Absent: Romano, Webber

Public: Kenneth Consoer, 10 Wintergreen Court, Woodridge, IL 60517

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

None

PUBLIC PARTICIPATION

President Cohen asked if there was any public comment. Woodridge resident Kenneth Consoer asked if the relocated garden plots at Jubilee Point Park would be ready to use for the 2025 gardening season. Staff shared that the gardeners will have access to the new plots in 2026.

PRESIDENT'S REPORT

President Cohen opened his report by congratulating the following Cypress Cove employees on their milestone anniversaries:

- 10 Years: Thomas Mejdrech, Cypress Cove Family Aquatic Park | Pool Manager
- 10 Years: Kimberly Swanson, Cypress Cove Family Aquatic Park | Head Swim Team Coach
- 5 Years: Maxwell Barbeau, Cypress Cove Family Aquatic Park | Head Lifeguard
- 5 Years: Kayla Jarosinski, Cypress Cove Family Aquatic Park | Lifeguard
- 5 Years: Amanda Maylath, Cypress Cove Family Aquatic Park | Head Lifeguard, Swim Lesson Coord.
- 5 Years: Scarlett O'Hara, Cypress Cove Family Aquatic Park | Guest Service Manager
- 5 Years: Audrey Sickel, Cypress Cove Family Aquatic Park | Life Guard, Swim Lesson Instr. & Coord.
- 5 Years: Alyssa Zayed, Cypress Cove Family Aquatic Park | Deck Attendant and Swim Instructor

President Cohen then shared that the IAPD Best of the Best Awards Gala, is scheduled for Friday, October 25, 2024 (6:30 – 9:30 p.m.) at Wheeling Park District's Chevy Chase Country Club. He noted that Commissioner Mahoney will be honored at the Gala for his 40 years of service as a Woodridge Park District Commissioner. He added that Commissioner Mahoney's dedication and consistency is greatly appreciated by the District.

Executive Director Knitter then briefly reviewed the IAPD updates and resident correspondence received over the last month.

Executive Director Knitter then provided an update on the Election Committee requesting use of the ARC Program Room A for early voting purposes for the 14 days before election day, from Monday, October 21st, through Monday, November 4th, 2024. Staff assessed room availability taking into consideration this year's large increase in registrations for the Kidz Squad Program, hosted daily at the ARC from 3:00 p.m. – 6:00 p.m., and it was evident that more space was needed to accommodate this increased community need and all three ARC Program Rooms (A, B and C) would be necessary to meet the space requirements for the increased enrollment. Staff notified the DuPage County Election Judge to let them know that the ARC would not be available due to the increased after-school care enrollment needs and reached out to the Village of Woodridge Administrator to determine if they were aware of any possible locations to meet the early voting needs. The Village offered the idea of utilizing vacant storefronts and encouraged the Election Judge to contact them to aid in investigating that lead. She noted that the Election Judge indicated to Staff that an early voting venue has been difficult to secure and if they did not find a viable alternative location, further consideration may be needed by the District.

President Cohen closed his report reviewing the upcoming District meetings and events.

STAFF REPORTS

Finance

In Superintendent of Finance & Personnel Chris Webber's absence, Executive Director Knitter referred the Board to the Finance Report for the latest updates, including the detailed timeline of the 2025 District Budget process. She noted that the process will be more fluid with a new Executive Director, changing priorities and possible structural changes.

Executive Director Knitter closed the Finance Report discussing the 2024 Tax Levy (FY2025), explaining that since Illinois Park Districts are defined as a Special District unit of government, the District must comply with the Tax Cap legislation that states it cannot raise tax levies in any one year by more than 5% or the Consumer Price Index (CPI), whichever is lower for tax capped funds (excludes debt service, Special Recreation Association (SRA) funds and new growth). Anything beyond 5% would require a Truth in Taxation Hearing and a voter referendum approval.

Executive Director Knitter reported for the 2024 Tax Levy (FY2025), Staff assembled a preliminary estimate that follows the District's prior practice to levy to the allowed CPI percentage plus new growth to allow for smaller managed tax extension growth. She said CPI for 2023 was 3.4% and therefore, (since CPI is less than 5%) for the 2024 Levy (FY2025), the District could increase the levy for tax-capped funds by a maximum of 3.4%, a decrease compared to the previous three-year average of 4.43%. She explained that a preliminary estimate of the 2024 tax levy for tax-capped fund levies (excludes debt service & SRA fund levies) based on previous three-year average EAV inflation of 3.09%, combined with the best guesstimate of new growth at \$10.1MM EAV and the 3.4% max CPI, would result in an approximate levy increase of \$265,607 over last year's levy (previous three-year average increase \$265,784).

Executive Director Knitter noted it is important to keep in mind that the same inflationary increases impacting residents also impact the District's budgeted expenses such as gasoline, utilities, commodities, etc. These inflationary pressures combined with mandated State minimum wage and construction cost increases will continue to impact the District's future budgets.

Executive Director Knitter said that Staff's recommendation is to increase the 2024 Tax Levy (FY2025) by 3.4%, the maximum allowed. The Board agreed with the recommendation and advised Staff to pursue that path.

Executive Director Knitter asked the Board if they had questions and there were none.

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

E.2.a.1. Superintendent of Planning & Development Ryan Bordewick opened his report with his first action item, the Lake Harriet & Janes Avenue Park - ADA Pathway Improvements Project, ADA #24-01c. He reviewed the scope of work for each location and the timeline. If the schedule goes as planned, work will begin in January of 2025 with Janes Avenue Park construction completed by May 24, 2025 and Lake Harriett completed by June 6, 2025.

Staff requested Board authorization to bid the Lake Harriet & Janes Avenue Park - ADA Pathway Improvements Project, ADA #24-01c.

MOTION by Coleman and seconded by Mahoney to authorize Staff to bid the Lake Harriet & Janes Avenue Park - ADA Pathway Improvements Project, ADA #24-01c.

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen requested a roll call, and upon a roll being called:

AYES: Coleman, Mahoney, Perry, Venouziou and Cohen

NAYS: None

ABSENT: None

MOTION CARRIED.

E.2.a.2. Superintendent of Planning & Development Ryan Bordewick moved on to his next action item, the 2024-2025 Prescribed Burns, MSP #24-05c-02, sharing that Staff requested proposals in January 2024 to conduct contracted prescribed burns at multiple sites; however, Staff only received a single proposal and the amount exceeded the statutory bid threshold. Several of the prospective contractors indicated that their schedules were already full for the spring season. For this reason, Staff elected to reissue the work for bid in late summer targeting the fall 2024/fall 2025 burn seasons. He then briefly reviewed the scope of work and the project timeline.

Staff requested Board authorization to bid the 2024-2025 Prescribed Burns, MSP #24-05c-02.

MOTION by Coleman and seconded by Mahoney to authorize Staff to bid the 2024-2025 Prescribed Burns, MSP #24-05c-02.

President Cohen provided the opportunity for further discussion.

Commissioner Venouziou asked about the best time of year to conduct prescribed burns. Bordewick reported that fall and winter are the best times for burns, noting that once things start greening up in the spring, the “burn window” is closed. Executive Director Knitter further elaborated that it’s the Fire District that ultimately dictated when burns can be conducted.

President Cohen requested a roll call, and upon a roll being called:

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

E.2.a.3. Superintendent of Planning & Development Ryan Bordewick then presented his final action item, the 2024 Summer Tree Removals, MSP #24-16pc. He said Staff requested proposals to remove and dispose of 18 dead or hazardous trees at multiple park sites including: Hawthorne Hill Woods, Lake Carleton, Caddie Corner Park, Hobson Court Basin, and Ides Grove West Park. The trees identified are either too large for District Staff to safely remove or their removal presents a risk to adjacent structures or properties. Staff received the following four proposals:

<u>Contractor</u>	<u>Base Bid</u>
Steve Piper & Sons, Inc.	\$ 10,950.00
Family Landscaping & Treewerks, Inc.	\$ 11,100.00
Advanced Landscaping, LLC	\$ 13,950.00
Winkler Services, LLC	\$ 26,370.00 (incomplete)

Bordewick noted that the low bidder successfully completed numerous projects for the District in recent years, and that substantial completion for the project is September 30, 2024.

Staff recommended the Board accept Steve Piper & Sons, Inc.’s proposal and approve a contract in the amount of \$10,950.00 based on their proposal dated July 31, 2024, for the 2024 Summer Tree Removals, MSP #24-16pc.

MOTION by Coleman and seconded by Venouziou to authorize Staff to bid the 2024-2025 Prescribed Burns, MSP #24-05c-02.

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen requested a roll call, and upon a roll being called:

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

ABSENT: None
MOTION CARRIED.

Bordewick closed his report sharing that Staff interviewed four candidates for the open landscape specialist position in July, and that an offer letter was issued and accepted by one of the candidates. Unfortunately, shortly before the candidate's August 19th start date they rescinded their acceptance and took another position elsewhere.

Parks, Planning & Development: Parks Division

E.2.b.1. Superintendent of Parks and Operations John Karesh opened his report with his first action item, the Orchard Hill Irrigation Well – Urgent Pump Repair Project, MSP#24-18pc, sharing that the Orchard Hill / Cypress Cove Aquatic Park irrigation system stopped working on August 2nd. Staff was unable to identify the problem and called ABC Mechanical, who pulled and inspected the two irrigation pumps one at a time, revealing that Pump #1 required a minor rebuild as the seal was leaking causing the pump to lose pressure. Pump #2 also required a minor rebuild and a new impeller as the current one deteriorated approximately 2" undersized to operate effectively.

Karesh said that to provide irrigation as soon as possible to both Cypress and Orchard Baseball/Soccer Fields, Executive Director Knitter authorized proceeding with the emergency repair. ABC Mechanical was able to keep Pump #1 on and provide some limited irrigation to Orchard Hill Park sports fields and Cypress Cove Aquatic Park while Pump #2 was pulled for designated repairs. The total scope of expenses related to this irrigation failure includes:

- \$1,095 - Troubleshooting system and pulling pumps
- \$3,000 - Pump 1 - Minor Rebuild
- \$3,860 - Pump 2 - New Impeller and Minor Rebuild
- **\$7,955 - Total Irrigation Repair Project**

Karesh noted that since the cause of other recent mechanical failures was determined to be a power outage from a storm event, Staff reached out to PDRMA to determine if this timeline of events also aligns with these irrigation pump failures caused by this storm's power surge. Staff will provide potential insurance claim updates as they are received.

Staff recommended the Board ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$7,955.00, for the Orchard Hill Irrigation Well – Urgent Pump Repair Project, MSP #24-18pc.

MOTION by Coleman and seconded by Mahoney to ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$7,955.00, for the Orchard Hill Irrigation Well – Urgent Pump Repair Project, MSP #24-18pc.

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen requested a roll call, and upon a roll being called:

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

E.2.b.2. Superintendent of Parks John Karesh next discussed his final action item, a change order for the Hobson Corner Park - Splash Pad Maintenance Services, MSP #24-13pc, noting that due to the Hobson Splash Pad being inoperable for four days (caused by a part failure occurrence that was out of both the Contractor's and Owner's control) during which Chicagoland Pool Management was contracted to provide operation services over the weekend, a credit in the amount of \$347.88 was provided that complies with the contractual agreement to compensate the District for work not completed due to the splash pad being out of commission for that period of time.

Staff recommended the Board authorize Change Order #1 to Chicagoland Pool Management's contract for a net decrease in the amount of \$347.88, for four days of services not needed due to the Hobson Splash Pad being out of commission, for the Hobson Corner Park - Splash Pad Maintenance Services, MSP #24-13pc.

MOTION by Perry and seconded by Mahoney to authorize Change Order #1 to Chicagoland Pool Management's contract for a net decrease in the amount of \$347.88, for four days of services not needed due to the Hobson Splash Pad being out of commission, for the Hobson Corner Park - Splash Pad Maintenance Services, MSP #24-13pc.

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen requested a roll call, and upon a roll being called:

AYES: Perry, Mahoney, Venouziou, Coleman and Cohen

NAYS: None

ABSENT: None

MOTION CARRIED.

Karesh then moved on to his informational items, reporting that the air handler located in the FHCC copy room ceiling continues to leak water as a result of excessive amounts of condensation in the drain pan. The drain pan collects moisture which then exits through a drain line, and it is not part of the new coil installed in 2022, but it is original to the 2004 expansion. Staff met with AMSCO Engineering and Excel Mechanical Contractors to evaluate the issue. AMSCO Engineering initially agreed with the contractor's recommendation to seal the pan and confirm the proper pitch during installation. However, once the quote of \$19,867.00 from Excel was received, AMSCO Engineering felt the cost for the drain pan sealing was high and recommended obtaining a quote to replace the complete unit. Staff is working with Excel for a replacement cost and once received, will share with AMSCO Engineering to determine the next steps which will most likely include creating an RFP for this work.

President Cohen asked Karesh if the District is still experiencing issues with the cicada killer wasps at some of the baseball fields. Karesh said Staff continues to work with Pest Arrest to treat the wasps at Orchard Hill Baseball Fields and select volleyball courts, noting that these wasps choose sites with specific characteristics: well-drained, light-textured soils in full sunlight located near trees harboring cicadas. They may dig along sidewalks or patio edges, in flower beds, gardens, or lawns. A specialty powder is applied to the Cicada Killer's entrance holes created when they burrow in the soil and kills the wasp once it makes contact with the powder. Eliminating the wasps can take up to two to three weeks.

Executive Director Knitter added the wasps start appearing around July 4th. While they don't bite and are not aggressive, they do look very scary and intimidating. Since this is not something that Maintenance Staff can handle in house, the District budgets annually to work with an outside contractor for this specific insect control treatment.

Golf Course

E.3.b.1. Executive Director Knitter opened the Golf report with the only action item, VGGC Irrigation Well Pipe – Urgent Repair Project, VGMSP #24-01pc. She reminded the Board that last month Staff worked with contractors to successfully repair the intake pipe in the irrigation pump house. While the work was verbally estimated to be \$3,500, there were unforeseen costs associated with the labor hours to complete the complicated repair. The scope of work included crane mobilization and usage, installation of a 3-inch diameter and 15-foot-long concrete column pipe and the labor to conduct the work for two, two-man crew for 11 hours and was completed in one day with no disruption to course operations.

Staff recommended the Board ratify the Executive Director's approval of Water Well Solutions Illinois, LLC's total time and material costs in the amount of \$5,277.50, for the VGGC Irrigation Well Pipe - Urgent Repair Project, VGMSP #24-01pc.

MOTION by Mahoney and seconded by Venouziou to ratify the Executive Director's approval of Water Well Solutions Illinois, LLC's total time and material costs in the amount of \$5,277.50, for the VGGC Irrigation Well Pipe - Urgent Repair Project, VGMSP #24-01pc.

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen requested a roll call, and upon a roll being called:

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

Executive Director Knitter then shared that Staff experienced several unexpected equipment malfunctions during the month that resulted in extensive repair expenses. Along with the previously mentioned irrigation pipe repair, both fairway mowers broke down and required parts and repairs, along with the greens mower which required new reel units. Golf Staff utilized a combination of in-house expertise, Park District Maintenance Department Staff, and outside contractors, as needed to complete repair tasks.

Commissioner Perry asked if the mowers are included in the CRP. Executive Director Knitter confirmed that the mowers are included in CRP, however according to the IGA the District has with the Village of Woodridge to manage Village Greens, if the District purchases anything for the Golf Course, the Village would assume ownership of the purchases if the District were to terminate the agreement, even though the District paid for the mowers.

Commissioner Mahoney asked if both repairs and replacements come out of Village Green's operational budget or CRP. Executive Director Knitter clarified that repairs are part of the Golf Course budget, but replacements are CRP.

Commissioner Mahoney then asked if the District is obligated to purchase new mowers. Executive Director Knitter said she will review the IGA and report back to the Board next month.

Recreation & Aquatics

E.4.a. Superintendent of Recreation / Deputy Director Don Ritter opened the Recreation & Aquatics Report with his first action item, the Cypress Cove Spray Playground Pre-Teen Area - Variable Frequency Drive Urgent Replacement Project, AMSP #24-04pc, sharing that after a storm on July 13th the Pre-Teen Spray Playground structure would not start. After an investigation with ABC Mechanical, it was determined that it shorted in the storm and was irreparable. ABC offered a temporary backup variable frequency drive (VFD) to install and rent, that would immediately restore operation to the Teen Spray Playground until the replacement VFD could be obtained and installed. On July 25th, ABC Mechanical installed the new VFD. Since the cause of the failure was determined to be a power outage from a storm event, Staff reached out to PDRMA and filed a claim for reimbursement of these expenses. PDRMA paid out the claim in full, minus the deductible on August 7th for a total of \$7,440.

Staff recommended the Board ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$8,440.00, for the Cypress Cove Spray Playground Pre-Teen Area - Variable Frequency Drive Urgent Replacement Project, AMSP #24-04pc.

MOTION by Mahoney and seconded by Perry to ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$8,440.00, for the Cypress Cove Spray Playground Pre-Teen Area - Variable Frequency Drive Urgent Replacement Project, AMSP #24-04pc.

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen then requested a roll call. Upon a roll being called:

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

E.4.b. Ritter presented his next action item, the Cypress Cove Spray Playground Pre-Teen Area – Deep Well Pump Urgent Repair Project, AMSP #24-05pc, reporting that on July 22nd, the Aquatic Maintenance Supervisor discovered both sump pumps for the spray playground deep well lift station stopped working. The Supervisor tested the motors for the lift station in the surge pit and found them to be inoperable. Staff contacted ABC Mechanical, to inspect the lift station. When inspected, it was determined that the lift station was in danger of complete destruction. The lift station includes two sump pumps, a primary pump and a secondary pump. If the primary pump fails, the secondary pump will take over operations to keep water levels from getting too high. The primary pump was found to be failing and the secondary pump was found to have stopped working due to a potential power outage.

Ritter elaborated explaining that when one sump pump is inoperable and its backup begins to fail and cannot effectively pump the water out, the groundwater can rise up to the point where the water goes back into the surge tank, instead of pumping out to the pond. Not only can this destroy that particular lift station pump, but it also can render the spray playground inoperable. ABC Mechanical restarted the secondary pump before opening to the public on July 22nd and the Spray Playground has been operational since. The secondary pump was found to be in good condition despite the outage, and no service was needed to the secondary pump after the restart. ABC Mechanical continues to wait for parts for the primary pump and is projected to complete the rebuild and installation by August 30th.

Staff recommended the Board ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$11,085.00 for the Cypress Cove Spray Playground Pre-Teen Area - Deep Well Pump Urgent Repair Project, AMSP #24-05pc.

MOTION by Coleman and seconded by Venouziou to ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$11,085.00 for the Cypress Cove Spray Playground Pre-Teen Area - Deep Well Pump Urgent Repair Project, AMSP #24-05pc.

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen then requested a roll call. Upon a roll being called:

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

E.4.c. Ritter's next action item was the Cypress Cove Spray Playground Toddler Area - Variable Frequency Drive Urgent Replacement Project, AMSP #24-06pc. He reported that on August 4th, Staff experienced issues on the toddler side of the spray playground that would not stay on once started. The Aquatic Maintenance Supervisor attempted to start it, however, he kept getting faults. On August 5th, ABC Mechanical reviewed the system and determined the Variable Frequency Drive (VFD) was inoperable, irreparable and required a new VFD, same as the Pre-Teen area. ABC Mechanical installed a temporary VFD while on site and the spray playground toddler area has been operational since. They successfully installed the VFD on August 15, 2024. Since Staff anticipates the same storm event and power outage that caused the failure to the Pre-Teen Area VFD was also responsible for this Toddler Area VFD failure, Staff has reached out to PDRMA and plans to file a claim for reimbursement of these expenses, as well.

Staff recommended the Board ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$7,647.50 for the Cypress Cove Spray Playground Toddler Area - Variable Frequency Drive Urgent Replacement Project, AMSP #24-06pc.

MOTION by Mahoney and seconded by Perry to ratify the Executive Director's approval of ABC Mechanical, LLC's total time and material costs in the amount of \$7,647.50 for the Cypress Cove Spray Playground Toddler Area - Variable Frequency Drive Urgent Replacement Project, AMSP #24-06pc.

President Cohen provided the opportunity for further discussion.

Executive Director Knitter noted that the District used to work with another contractor on Cypress Cove Repairs but they became unresponsive to Staff requests for support. She added that ABC Mechanical has been very responsive and always are prepared with back-up equipment, and noted that District is very fortunate to work with them as they helped to keep Cypress open on several occasions.

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

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

Ritter closed his report briefly sharing the following:

- Adventure Camp and Trek and Travel Camp ended August 9th.
- Kidz Squad Before and After School program started August 22nd.
- Totschool classes begin on September 3rd & 4th. Enrollment currently stands at 94 students for the 2024-25 school year compared to 103 students last fall.
- Staff met with Al Stonitsch, Village Administrator and Jamie Kaczor, Communications & Community Engagement Manager to discuss the plans for a Village of Woodridge Holiday event scheduled for Saturday, November 23rd. The Village expressed interest in seeing the previous tree lighting ceremony event return but on a much bigger scale. The Village is eager to collaborate with local partners and Staff will be brainstorming ideas on how the Park District can participate in this special event this year and possibly budgeting for additional opportunities in 2025.

Marketing & Community Engagement (“MCE”)

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

Administration

No report.

CONSENT AGENDA

F.1.- 4. 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 July 16, 2024 Regular Board Meeting Minutes, Agenda Item #2 for the approval of the July 16, 2024, Executive Board Meeting Minutes, and Agenda items #3 and #4a through #4m for Vendor Payment, Payroll Ratification and Program Refunds for a total amount \$778,373.77

1. Regular Board Meeting MinutesJuly 16, 2024
2. Executive Session Board Meeting MinutesJuly 16, 2024
3. Vendor Payment & Payroll Ratification Report (7/12/24 – 8/15/24)..... \$778,373.77
4. Contractual Payouts
 - a. ABC Mechanical, LLC, Orchard Hill Irr. Well - Pump Repair, MSP #24-18pc, Payout #1 \$4,095.00
 - b. ABC Mechanical, LLC, Pre-Teen VFD Replacement, AMSP #24-04pc, Payout #1, final \$8,440.00
 - c. ABC Mechanical, LLC, Pre-Teen Deep Well Pump Repl., AMSP #24-05pc, Payout #1, final \$11,085.00
 - d. ABC Mechanical, LLC, Toddler VFD Replacement, AMSP #24-06pc, Payout #1, final \$7,647.50
 - e. Chicagoland Pool Management, Cypress Cove Maint., AMSP #24-02pc, Payouts #6 \$638.00
 - f. Chicagoland Pool Management, Hobson Splash Pad Maint.,MSP #24-13pc, Payouts #4 \$2,671.12
 - g. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #13 \$11,989.17

- h. Mark 1 Landscape, Inc., Park Contract Mowing Services, MSP #23-04c, Payout #4 \$4,943.20
- i. Sikich, LLP, FYE 12/31/2023 Auditing Services, Payout #4 \$2,985.00
- j. Sport Court, Janes In Line Hockey Court–Logo/Line Striping, MSP #24-08pc, Payout #1,final \$4,450.00
- k. Village of Woodridge, Town Centre IGA, Land Purchase – Payout #1,..... \$100,000.00
- l. Village of Woodridge, Town Center Land Acquisition Debt Service Interest \$82,287.50
- m. Water Well Solutions Illinois, VGGC Irr. Pipe Urg. Repair, VGMSP #24-01pc, Payout #1, final \$5,277.50

President Cohen provided the opportunity for further discussion. There were no questions or comments. President Cohen requested a roll call approving consent agenda items #1 through #4.

Upon a roll being called:

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

EXECUTIVE DIRECTOR'S REPORT

Executive Director Knitter did not have action items, but she did share that Staff received an email request to expand upon the Meadowview East and Goodrich School Playgrounds with a Communication Board. These sign boards assist children with speech and communication limitations by exhibiting pictures for park users to reference and communicate when words and speech are unavailable. This feature would expand both the playgrounds' accessibility and adaptability furthering the District's ability to serve the diverse needs of the Woodridge Community. School District 68 is paying for the Boards and the installation, and Park District Staff will ensure that the Boards are installed in locations safely outside of the playground borders.

COMMITTEE REPORTS

SEASPAR

Executive Director Knitter referred the Board to the Committee Report for the latest SEASPAR updates.

Safety Report

H.2.a. Executive Director Knitter opened the Safety report with the only action item, the 2024 Facility Proactive Safety Improvements - Consultant Services, CA #24-01pc. She shared that on August 7th, the Risk Manager met virtually with Joseph Crimmins, the founder of Serve and Protect Crisis Consulting to learn about applicable services regarding crisis management and active threat precautions. The company works with organizations to prepare for active threat situations, acts of workplace violence, and any other crisis situation that could be a threat to Staff and/or patrons. Serve and Protect Crisis Consulting is different than previous consultants in that their assessments aim to determine the course of action to best train Staff to react to an active threat emergency. They work directly with park districts and the local police force to create and implement customized training drills with minimal impact to daily facility operations. After meeting with Crimmins to tour the Fred C. Hohnke Community Center and the ARC on August 13th, Staff requested a proposal for consultant services to include:

- Reviewing and assessing all District public facilities including the FHCC, ARC, Cypress Cove, the Maintenance Building and VGGC in September.
- Provide deliverables by September that include:
 - Prioritized recommendations for each facility (with budget estimates for each capital improvement/adjustment and/or recommended training and recommended timelines to implement) b
 - Prioritized recommendations based on the highest priorities for the entire District - i.e. the highest priority items that pose the greatest risks. (with budget estimates for each capital improvement/adjustment and/or recommended training and recommended timelines to implement)

Staff recommended the Board accept Serve and Protect Crisis Consulting's proposal and approve a contract in the amount of \$16,500 based on their proposal dated August 15, 2024, for the 2024 Facility Proactive Safety Improvements - Consultant Services, CA #24-01pc.

MOTION by Mahoney and seconded by Coleman to accept Serve and Protect Crisis Consulting's proposal and approve a contract in the amount of \$16,500 based on their proposal dated August 15, 2024, for the 2024 Facility Proactive Safety Improvements - Consultant Services, CA #24-01pc.

President Cohen provided the opportunity for further discussion.

Commissioner Perry asked if this is included in the District's current budget. Executive Director Knitter confirmed that there is \$47,000 earmarked in the FY2024 Budget for these services.

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

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

EX-OFFICIO REPORTS

Chamber of Commerce
No Report

Affiliated Athletic Associations
None

OLD BUSINESS

None

NEW BUSINESS

None

EXECUTIVE SESSION

L.1. At 7:49 p.m., MOTION by Mahoney and seconded by Perry to adjourn to Executive Session under Section ILCS 120/2(c)(11) to discuss the litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

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

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

RECONVENE OPEN SESSION

The Special Board Meeting of August 22, 2024, reconvened at 8:06 p.m.

President Cohen called the Special Meeting of the Board of Commissioners of August 22, 2024, to reconvene at 8:06 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Coleman, Mahoney, Perry and Venouziou.

Absent: None

Staff present: Knitter, Bordewick, Ritter ; Staff Absent: Karesh, Ravasio, Romano, Webber,

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Venouziou to adjourn the special board meeting at 8:07 p.m. Cohen requested a voice vote to adjourn the special board meeting of August 22, 2024.

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Jack Mahoney, Secretary