



**WOODRIDGE PARK DISTRICT
BOARD OF COMMISSIONERS' AGENDA
FRED C. HOHNKE COMMUNITY CENTER
December 17, 2024
5:00 PM**



Any individual with a disability requiring a reasonable accommodation in order to participate in this meeting should contact Suzy Ravasio, Woodridge Park District, at least five days in advance of the next scheduled meeting. She can be reached at 2600 Center Drive, Woodridge, IL 60517, at Voice (630) 353-3300, Email sravasio@woodridgeparks.org

A. CALL TO ORDER/ROLL CALL

B. ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

C. PUBLIC HEARINGS

1. 2024 Property Tax Levy Ordinance

D. PUBLIC PARTICIPATION (The Board of Commissioners ("Board") encourages and welcomes public participation and input, and will hear any interested individual pursuant to the guidelines outlined in Policy II.3.10 Public Participation and Comment at Board Meetings)

E. PRESIDENT'S REPORT

1. Approval of Regular Board Meeting Schedule Calendar Year 2025
2. Milestone Anniversaries & Special Recognitions:
 - a. Don Ritter, Superintendent of Recreation / Deputy Director | Village of Woodridge 2024 Employee of the Year Award

F. STAFF REPORTS

Board Action Items:

1. Finance/Personnel/IT:
 - a. IRS Section 125 Cafeteria Plan – Premium Only Plan ("POP")
 - b. FYE 12/31/2024 Auditing Services Master Services Agreement & Statement of Work
2. Parks, Planning & Development:
 - a. Planning Development and Natural Resource Management Division (PDNRM)
 1. High Tree Pruning, MSP #24-23pc, Change Order Approval
 - b. Parks Division
 1. 2025 Various Park Contract Mowing, MSP #25-01c, Authorization to Bid
3. Golf Course
4. Recreation & Aquatics
 - a. Cypress Cove Main Bathhouse Building Air Conditioner Units – Replacement Project, ACRP #25-03c, Authorization to Bid
 - b. Cypress Cove Lazy River Painting Project, ACRP #25-04c, Authorization to Bid
5. Marketing & Community Engagement
6. Administration

MISSION STATEMENT

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

G. CONSENT AGENDA

- 1. Regular Board Meeting MinutesNovember 19, 2024
- 2. Vendor Payment & Payroll Ratification Report (11/15/24 – 12/12/24) \$265,676.42
- 3. Contractual Payouts
 - a. Advanced Landscape, Inc., High Tree Pruning, MSP# 24-23pc, Payout #1 (Final)..... \$12,127.50
 - b. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #17..... \$4,562.41
 - c. Living Waters Consultants, Inc., Hawthorne Hill Woods Culvert Repair – Engineering Services, CA #20-02pc, Payout #27-28..... \$1,946.25
 - d. Oakbrook Mechanical Services, HVAC Drain Pan Install Project, MSP #24-22pc, Payout#1 (Final) \$15,950.00
 - e. Pavement Systems, Inc., 2023 Asphalt Resealing Project, CRP #23-08c, Payout#2 (Final) \$10,657.92
 - f. UMB Bank, Debt Certificate 2014, Interest & Principal Payment \$592,200.00
 - g. UMB Bank, Debt Certificate 2015c, Interest & Principal Payment \$170,900.00
 - h. UMB Bank, Refunding Debt Certificate Series 2020, Interest & Principal Payment..... \$282,811.25
 - i. UMB Bank, Refunding Debt Certificate Series 2021, Interest & Principal Payment..... \$120,648.75
 - j. V3 Construction Group, LTD, Hawthorne Hill Woods, Phase 1 – Culvert Replacements Project, CRP #22-02c-01, Payout #4 (98%).....\$10,700.00
 - k. Webster, McGrath & Ahlberg, LTD, Lake Harriet & Janes Avenue Park ADA Improvements – Engineering Services, CA #23-05ca, Payouts #16 \$600.00

H. EXECUTIVE DIRECTOR'S REPORT

- 1. Board Action Items:
 - a. Ordinance No. 24-11, An Ordinance Levying and Assessing Taxes of Woodridge Park District, DuPage and Will Counties, Illinois for Tax Year 2024 for Calendar Year January 1, 2025 Through December 31, 2025.
 - b. Ordinance No. 24-12, An Ordinance Establishing Fees and Charges for District Facilities, Services & Programs
 - c. Resolution No. 24-18, A Resolution Regarding Destruction of Verbatim Record of Certain Closed Meetings
 - d. FY2025 Organization Chart
 - e. FY2025 Salary & Wage Scale
- 2. Information / Discussion Items
 - a. Job Description Additions, Revisions and Removals
 - b. Village of Woodridge Monthly Development Projects Report

I. COMMITTEE REPORTS

- 1. SEASPAR
- 2. Safety - PDRMA

J. EX-OFFICIO REPORTS

- 1. Chamber of Commerce
- 2. Affiliated Athletic Associations

K. BOARD UNFINISHED BUSINESS (OLD)

L. BOARD NEW BUSINESS

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M. EXECUTIVE SESSION

1. Section 5 ILCS 120/2(c)(12) The settlement of claims as provided as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self-insurance pool of which the public body is a member
2. Section 5 ILCS 120/2(c)(21) Discussion of minutes lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
3. Section 5 ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District

N. FINAL ACTION (IF ANY)

1. Resolution No. 24-17, A Resolution Authorizing the Secretary of the Board of Commissioners to Make Certain Closed Session Meeting Minutes Available for Public Inspection
2. Resolution No. 24-19, A Resolution of the Board of Park Commissioners of the Woodridge Park District, DuPage and Will Counties, Illinois Approving and Authorizing the Execution of Addendum to the Employment Contract of the Executive Director of Parks and Recreation

O. ADJOURNMENT

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