WOODRIDGE PARK DISTRICT
Fred C. Hohnke Community Center
Regular Board Meeting
June 17, 2025

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, Coleman, and Perry.
Absent: Venouziou

Staff present: Knitter, Ritter, Webber, Bordewick, Esquivel. Absent: Karesh

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA
There were none.

PUBLIC PARTICIPATION
None

PRESIDENT'S REPORT
Deputy Director Don Ritter acknowledged Don Blair's 5th anniversary. Don has worked part-time at Village Greens as a Golf Shop Attendant.

Superintendent of Finance, Personnel & IT Chris Webber acknowledged and shared all of the extraordinary accomplishments and dedication over the 20 years that Carrie Potts, Finance Assistant, has worked for WPD. Carrie was present, and Chris presented her with her 20-year award.

Executive Director Knitter brought the recently passed IAPD Budget Bill to the Board's attention.

Don Ritter also shared that the 4th of July picnic event will be from 11 am to 2 pm, instead of the previously scheduled 3 pm end time.

STAFF REPORTS

Finance/Personnel/IT
Superintendent of Finance & Personnel Chris Webber highlighted the security camera additions at the FHCC and the ARC. The FHCC currently has security cameras both inside and outside the facility; however, after a thorough walk-through and review of the cameras, staff believe that more are needed to provide 360-degree coverage outside, as well as in some interior rooms. With Totschool not currently in session, Staff would like to add the additional cameras before the start of the year. Current cameras would also be adjusted to remove replication. The funds for the FHCC camera additions would be utilized from miscellaneous funds in CDP.

Staff recommended that the Board consider accepting the proposals dated October 22, 2024, and June 5, 2025, from Griffon Systems, Inc., totaling $28,438.00, for the Fred C. Hohnke Community Center and Athletic Recreation Center Security Camera Additions - Purchase and Installation Project, MSP #25-09pc.

MOTION by Mahoney and seconded by Coleman to accept the proposals dated October 22, 2024, and June 5, 2025, from Griffon Systems, Inc., totaling $28,438.00, for the Fred C. Hohnke Community Center and Athletic Recreation Center Security Camera Additions - Purchase and Installation Project, MSP #25-09pc.

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

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

MOTION CARRIED.

Chris Webber went on to mention that traditionally, the auditors present the audit at the June Board meeting; however, IMRF has yet to issue their final audit, so the auditors cannot sign off fully until that is completed. Sikich will attend the July meeting to present the audit, and Staff will file any necessary extensions to ensure the District can receive the awards it typically receives.

Chris Webber closed his report with some financial updates. He mentioned the ARC continues to produce record revenues and net profit. Through May, the facility is $125,000 ahead of last year's pace. The 2024 year finished with a profit of $128,000, so if the facility can maintain its current pace, a banner year is in store. Village Greens is also around $10,000 ahead of last year's pace when the facility finished the year with a $37,000 profit.

Parks, Planning & Development: Planning, Development, & Natural Resources Division
Superintendent of Planning & Development Ryan Bordewick opened his report, mentioning that the 2025 Playground Renovations Project bid acceptance and contract approval were $94 over budget. Therefore, WPD will forego the Windy Point Park Project and reissue it later in the year to accommodate the 2026 budget. Ryan also stated that D&J has received disqualifications from other public bodies and agencies, and mentioned that WPD contacted their lawyer and conducted due diligence through reference checks, which have not revealed any issues with other projects. Ryan also stated that, since staff have had positive experiences working with D&J Landscape on past projects, the contractor was allowed to respond in writing to the issues raised.

Commissioner Perry asked when the project would be completed, and Ryan replied that Goodrich would be done first, followed by Meadowview, which might not be finished until the start of the school year.

Commissioner Coleman asked if the cost was a 50/50 split with the school, to which Ryan replied Yes.

Staff recommended that the Board consider accepting D&J Landscape, Inc. as the lowest responsible bidder and approve a contract in the amount of $270,664.52. This amount is based on the contractor's bid for the Goodrich School and Meadowview School scope of work, excluding the Windy Point Park scope of work and any alternate bid items, for the 2025 Playground Renovations Project- Site Work, CRP #25-01c-02.

MOTION by Coleman and seconded by Perry to accept D&J Landscape, Inc. as the lowest responsible bidder and approve a contract in the amount of $270,664.52. This amount is based on the contractor's bid for the Goodrich School and Meadowview School scope of work, excluding the Windy Point Park scope of work and any alternate bid items, for the 2025 Playground Renovations Project- Site Work, CRP #25-01c-02.

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

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

MOTION CARRIED.

The next action item, staff recommended the Board consider accepting NuToys Leisure Products an authorized dealer of Landscape Structures playground equipment as the low qualified bid secured from Sourcewell and approve a purchase order in the amount of $193,636.00 for the purchase and delivery of the 2025 Playground Renovations Project – Equipment Purchase, CRP #25-01c-03.

MOTION by Coleman and seconded by Mahoney to accept NuToys Leisure Products an authorized dealer of Landscape Structures playground equipment as the low qualified bid secured from Sourcewell and approve a purchase order in the amount of $193,636.00 for the purchase and delivery of the 2025 Playground Renovations Project –Equipment Purchase, CRP #25-01c-03.

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

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

MOTION CARRIED.

The next action item, staff recommended the Board consider approving Ordinance No. 25-8, An Ordinance Determining Equipment Obsolete and No Longer Necessary or Useful to the Woodridge Park District and Authorizing its Sale/Conveyance or Disposal (Playground Equipment from Goodrich School and Meadowview School)

MOTION by Coleman and seconded by Mahoney to approve Ordinance No. 25-8, An Ordinance Determining Equipment Obsolete and No Longer Necessary or Useful to the Woodridge Park District and Authorizing its Sale/Conveyance or Disposal (Playground Equipment from Goodrich School and Meadowview School)

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

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

MOTION CARRIED.

The next action item, staff recommended the Board consider authorizing Change Order #4 to Schroeder Asphalt Services, Inc.'s contract, for a net decrease of $6,000.00 to the Hawthorne Hill Woods – Path Development Project, CDP# 24-02c-02. This change reflects the deduction of the cost for a stabilized construction entrance.

MOTION by Coleman and seconded by Perry to authorize Change Order #4 to Schroeder Asphalt Services, Inc.'s contract, for a net decrease of $6,000.00 to the Hawthorne Hill Woods – Path Development Project, CDP# 24-02c-02. This change reflects the deduction of the cost for a stabilized construction entrance.

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

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

MOTION CARRIED.

Ryan closed his report, informing the Board that Jubilee Point Park had a bulldozer on site today and Lake Harriet reopened on June 13th.

Parks, Planning & Development: Parks Division

Executive Director Knitter shared the Parks Report in John Karesh's absence and opened the report with an action item.

Staff recommended that the Board authorize Change Order #1 to National Auto Fleet Group, resulting in a net decrease of $650.00 to the North Mowing Route Truck Replacement Purchase, CRP# 25-02c, for the removal of the strobe light package from the purchase.

MOTION by Coleman and seconded by Mahoney to authorize Change Order #1 to National Auto Fleet Group, for a net decrease of $650.00 to the North Mowing Route Truck Replacement Purchase, CRP# 25-02c, for removal of the strobe light package from the purchase.

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

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

MOTION CARRIED.

Executive Director Knitter then closed the report and told the Board she would answer any questions they may have.

Golf Course

Superintendent of Recreation Don Ritter opened the Golf Report by letting the Board know that revenues are up, but the driving range is about 6K down. The golf shop has seen its most significant increase thus far, as well as food and beverage sales increasing. He also mentioned that the PJ Junior Golf is up to 120 kids.

Recreation& Aquatics

Superintendent of Recreation Don Ritter opened the Aquatics & Recreation Report with a board action item,

Staff recommended the Board consider ratifying the Executive Director's approval of the proposals associated with this security access reinstatement at the ARC by Alarm Recreation/Aquatic Detection Systems, Inc. in the amount of $11,551, and at the FHCC by Alarm Detection Systems, Inc. in the amount of $4,350 for the Alarm Security System –Urgent Access Control Reinstatement of the ARC and FHCC, ARC-MSP #25-01pc.

MOTION by Coleman and seconded by Mahoney to ratify the Executive Director's approval of the proposals associated with this security access reinstatement at the ARC by Alarm Recreation/Aquatic Detection Systems, Inc. in the amount of $11,551, and at the FHCC by Alarm Detection Systems, Inc. in the amount of $4,350 for the Alarm Security System –Urgent Access Control Reinstatement of the ARC and FHCC, ARC-MSP #25-01pc.

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

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

MOTION CARRIED

Don Ritter highlighted that the main pool had to be closed because of a leak but the rest of the water park still opened on time. June 8th, the main pool was fixed and opened just in time for swim lessons.

Executive Director Knitter gave kudos to Don for staying on top of everything and for all of his great work.

Don mentioned that Jubilee numbers are up. The Saturday of Jubilee made about $38K in beer revenue, and there were 220 registrants for the Ale Trail. Don gave kudos to Suzy and Ryan for their hard work in making the event a great success.

Don wanted to also give a massive shout out to Donnie, the amusement park vendor that always hosts the SEASPAR Friday event from 5-7pm, where this year they had 141 participants. He mentioned that Donnie always wants to give back, and that is an excellent way of doing so.

Don closed his report by welcoming Jason as the new athletic supervisor.

Marketing & Community Engagement ("MCE")
Executive Director Knitter shared that Superintendent of Marketing & Community Engagement Megan Romano is not present and is happy to answer any questions the Board may have regarding the report, but wanted to highlight that Megan did a spectacular job this year in raising $11,250 from sponsorship money for Jubilee. She went on to mention that the pop-up event was outstanding, and 130 t-shirts were given out in about 10 minutes. The next pop-up events will be in July and August.

Administration
No Report

CONSENT AGENDA
H.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 May 20, 2025, Regular Board Meeting Minutes, Consent Agenda Item #2 for the approval of the May 20, 2025, Executive Session Board Meeting Minutes, and Agenda Items #3 through #20 for Vendor Payment, Payroll Ratification and Program Refunds for a total amount $842,107.01

1. Regular Board Meeting Minutes .... May 20, 2025
2. Executive Session Board Meeting Minutes .... May 20, 2025
3. Vendor Payment & Payroll Ratification Report (5/16/25 – 6/12/25) $842,107.01
4. ABC Mechanical, LLC, Open Flume Slide Pump Replacement, ACRP #25-02c, Payout #1 .... $13,457.17
5. Burnett Electric, Chemical Room Power Repair, ACRP #25-03c, Payout #1 .... $5,238.50
6. Chicagoland Pool Management, Hobson Maintenance Services, MSP#25-09pc, Payout #1-3............. $6,929.00
7. Chicagoland Paving Contractors, Inc., Lake Harriet - ADA Pathway Improvements Project, ADA #24-01c, Payout #1 .... $70,248.04
8. Direct Fitness Solutions, Adaptive Motion Trainer, ARC-CRP #25-01c, Payout #1 .... $20,114.00
9. DLZ., Jubilee Point Park – Easement Documentation, CA#25-04pc, Payout #1 .... $1,750.00
10. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #23 .... $3,718.97
11. Integrated Lakes Management, Ide's Grove West Park – Wetland Maintenance Services, MSP #24-06pc (2025 Renewal), Payout #1 .... $1,481.00
12. Leibold Irrigation, Orchard Hill Park Irrigation VFD & Contr. Purch., MSP #25-08pc, Payout #1 .... $6,300.00
13. Living Waters Consultants, Inc., Hawthorne Hill Woods Culvert Repair – Engineering Services, CA #20-02pc, Payout #31 .... $979.00
14. Mueller Mist, Orchard Hill Park Irrigation VFD & Cont. Purchase, MSP #25-08pc, Payout #1 .... $3,645.00
15. Semmer Landscape, 2025 Various Park Contract Mowing Services, MSP #25-01c, Payout #2 .... $4,872.00

16. UMB Bank, Refunding Debt Certificate Series 2020, Interest Payment, ... $96,516.25
17. UMB Bank, Debt Certificate Series 2014, Interest Payment, ... $21,000.00
18. UMB Bank, Debt Certificate Series 2021, Interest Payment, ... $30,311.25
19. UMB Bank, Debt Certificate Series 2015C, Interest Payment, ... $7,700.00
20. Williams Associates Architects, Ltd., Space Needs Assmt, CA#25-01, Payouts #1-2 .... $7,717.77

President Cohen requested a roll call approving consent agenda items #1 through #20.

Upon a roll being called:

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

MOTION CARRIED.

EXECUTIVE DIRECTOR'S REPORT
Executive Director Knitter opened the report with a board action item,

Staff recommended that the Board approve Resolution No. 25-6, a Resolution Regarding Destruction of Verbatim Record of Certain Closed Meetings.

MOTION by Coleman and seconded by Perry to approve Resolution No. 25-6, a Resolution Regarding Destruction of Verbatim Record of Certain Closed Meetings.

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

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

MOTION CARRIED.

Executive Director Knitter mentioned that, as of today, the Community Survey has received 380 responses and is ahead of schedule. Knitter closed her report by mentioning that staff are waiting for feedback on the Space Needs Assessment for FHCC.

COMMITTEE REPORTS
SEASPAR
Knitter referred the Board to the report for updates.

Safety-PDRMA
The Knitter referred the Board to the report for updates, but mentioned the safety committee meeting scheduled for tomorrow, June 18, 2025.

EX-OFFICIO REPORTS

Chamber of Commerce

No Report

Affiliated Athletic Associations
No Report

BOARD UNFINISHED BUSINESS (OLD)
None
BOARD NEW BUSINESS
None

EXECUTIVE SESSION
At 7:42 pm, MOTION by Perry and seconded by Mahoney to adjourn to Executive Session under
1. Section 5 ILCS 120/2(c)(12) The settlement of claims 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 concerning 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

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

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

MOTION CARRIED

RECONVENE OPEN SESSION
The June 17, 2025, Regular Board Meeting reconvened at 9:09 p.m. Upon a roll of Commissioners being called, the following were Present: Cohen, Coleman, Mahoney, Perry. Staff: Knitter, Ritter, Webber, Esquivel.

FINAL ACTION
Executive Director Knitter reopened the regular board meeting with two final action items.

The first action item, Staff recommended that the Board approve Resolution No. 25-5, a Resolution Authorizing the Secretary of the Board of Commissioners to Make Certain Closed Session Meeting Minutes Available for Public Inspection.

MOTION by Coleman and seconded by Perry to approve Resolution No. 25-5, a Resolution Authorizing the Secretary of the Board of Commissioners to Make Certain Closed Session Meeting Minutes Available for Public Inspection.

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

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

MOTION CARRIED.

The next action item, Staff recommended that the Board approve the FY2025 Organizational Chart Revisions dated 6/17/2025.

MOTION by Coleman and seconded by Mahoney to approve the FY2025 Organizational Chart Revisions dated 6/17/2025.
President Cohen requested a roll call. Upon a roll being called:

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

ABSENT: Venouziou
MOTION CARRIED.

ADJOURNMENT
There being no further business to come before the Board, a motion to adjourn was requested. MOTION by Mahoney, seconded by Coleman, to adjourn the regular board meeting at 9:11p.m. President Cohen requested a voice vote to adjourn the regular board meeting of June 17, 2025.

ALL AYES. MOTION CARRIED.

Respectfully submitted.

Jack Mahoney

Jack Mahoney, Secretary