WOODRIDGE PARK DISTRICT
Fred C. Hohnke Community Center
Regular Board Meeting
January 20, 2026

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, Coleman, Mahoney, Perry, Venouziou
Absent: None

Staff present: Knitter, Ritter, Webber, Bordewick, Karesh, Blaugh
Absent: None

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA
President Bill Cohen asked whether there were any staff recommendations or Commissioner requests to add, delete, or revise the agenda for January 20, 2026. There were none.

MOTION by Venouziou and seconded by Mahoney to approve the changes to the January 20, 2026, agenda.

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

MOTION CARRIED.

PUBLIC HEARING / FY2026 BUDGET & APPROPRIATIONS ORDINANCE

President Cohen called for a public hearing regarding the Board of Park concerning the proposed Budget & Appropriation Ordinance for Fiscal Year beginning January 1, 2026, and ending December 31, 2026, to order at 6:32 pm.

President Cohen explained that the purpose of the public hearing is to provide an opportunity to receive public comments on the tentative Budget & Appropriation Ordinance of the Woodridge Park District for the Fiscal Year Beginning January 1, 2026, and Ending December 31, 2026.

President Cohen then asked Executive Director Knitter for a summary explanation.

Knitter explained that at the December 16, 2025, Regular Board Meeting, a tentative Budget & Appropriation Ordinance was presented by Staff under the New Business agenda item totaling $20.1 million. The budget and appropriation ordinance appropriates the funds necessary to cover the projected expenses and liabilities of the District that may be incurred in the 2026 fiscal year. The budget is comprised of the following Major Governmental Funds: 1) General fund consisting of the corporate, capital replacement, capital development sub-funds, the 2) Recreation fund comprised of the recreation, athletic recreation center and athletic recreation center capital replacement sub-funds and the 3) Debt Service fund; as well as the Non-Major Governmental Funds: 4) Insurance Liability, 5) Audit, 6) Illinois Municipal Retirement and Social Security, 7) Aquatics and Aquatic Capital Replacement, 8) Working Cash, 9) Special Recreation, 10) Restricted Contributions and 11) Jubilee. The tentative budget and appropriation ordinance was made available for public inspection following the regular December board meeting, which is required for 30 days prior to final action being taken.

President Cohen then asked if the Park Commissioners or Staff had discussed or made any additional comments. There were none.

President Cohen then asked whether there had been any written testimony regarding the proposal to issue bonds. There was none.
President Cohen then asked if there had been any oral testimony or public comments regarding the proposal to issue bonds. There was no public presence at this meeting; therefore, none.

President Cohen announced that all persons desiring to be heard had been allowed to present oral and written testimony regarding the proposed bond issuance.

President Cohen asked if there was a motion to adjourn the public hearing for the proposed Budget & Appropriation Ordinance for Fiscal Year beginning January 1, 2026, and ending December 31, 2026.

MOTION by Mahoney and seconded by Perry to adjourn the public hearing for the proposed Budget & Appropriation Ordinance for Fiscal Year beginning January 1, 2026, and ending December 31, 2026, be finally adjourned.

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

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

MOTION CARRIED.

The BINA Hearing adjourned at 6:35 pm.

PUBLIC PARTICIPATION

None

PRESIDENT'S REPORT

President Cohen opened his board report with an action item,

Cohen asked if there was a motion to approve the revised Woodridge Park District's 2026 Annual Schedule of Meetings pursuant to the Open Meetings Act (5 ILCS 120, *et seq*), dated 1/20/2026.

MOTION by Venouziou and seconded by Coleman to approve the revised Woodridge Park District's 2026 Annual Schedule of Meetings pursuant to the Open Meetings Act (5 ILCS 120, *et seq*), dated 1/20/2026.

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

MOTION CARRIED.

STAFF REPORTS

Business Services

Superintendent of Business Services Chris Webber opened his board report with an action item,

Aaron presented the results of the Bond Sale 2.9% ($520.80) interest expense.

Staff recommended that the Board consider approving Ordinance No. 26-2, An Ordinance providing for the issuance of $1,616,270 Taxable General Obligation Limited Tax Bonds, Series 2026, of the Woodridge Park District, DuPage and Will

Counties, Illinois, for the payment of land for parks, for the building, maintaining, improving, and protecting of the same and the existing land and facilities of said Park District, for the purpose of providing the revenue source for the payment of certain outstanding obligations of said Park District and tor the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the purchase of said Bonds by the Corporate Fund of said Park District.

MOTION by Coleman and seconded by Mahoney to adopt Ordinance No. 26-2.

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

MOTION CARRIED.

Next, Webber continued his report, presenting an action item for the Board to consider staff to enter into a revised 3-year contract with Lauterbach & Amen, LLP, to provide actuarial services related to GASB 74/75 auditing requirements for the District's annual financial audit. Staff recommended that the Board authorize staff to enter into this 3 year contract as presented.

MOTION by Coleman and seconded by Mahoney to authorize consider staff to enter into a revised 3-year contract with Lauterbach & Amen, LLP, to provide actuarial services related to GASB 74/75 auditing requirements for the District's annual financial audit

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

MOTION CARRIED.

Next, Webber continued his report, presenting an action item for the Board to consider staff to approve Resolution No. 26-1, A Resolution Designating a Depository for Funds in Custody of the Woodridge Park District and Authorizing Certain Investments from Time to Time.

MOTION by Perry and seconded by Mahoney to consider staff to approve Resolution No. 26-1, A Resolution Designating a Depository for Funds in Custody of the Woodridge Park District and Authorizing Certain Investments from Time to Time.

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

MOTION CARRIED.

Webber closed his report with a board action item, approving the proposal dated January 8, 2026, from Griffon Systems Inc., in the amount of $15,200.00, for the purchase and installation of improved security cameras at Cypress Cove and the Park Maintenance Building, MSP#26-04pc.

MOTION by Coleman and seconded by Mahoney to consider staff to approve the proposal dated January 8, 2026, from Griffon Systems Inc., in the amount of $15,200.00, for the purchase and installation of improved security cameras at Cypress Cove and the Park Maintenance Building, MSP#26-04pc.

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

ABSENT: None

MOTION CARRIED

Planning & Development

Superintendent of Planning & Development Ryan Bordewick opened his board report with a few project updates. At Jubilee Point Park the pickleball fencing, the shelter frame, and the water main/ water service lines are installed. Commissioner Venouziou asked if the water is just for the fountain and Bordewick replied the Village required it for the garden plots and for the drinking fountains. Commissioner Perry then asked when is the completion date and Bordewick said the estimated timeline is likely to be complete in late June.

Bordewick closed his report mentioning the OSLAD Grant was extended through 4/30/2027.

Parks

Chris Blaugh opened his board report explaining how staff refurbished the outdoor storage bins at the maintenance facility. He also mentioned that the department purchased a 3D printer and is currently using it. He closed his board report mentioning there are 2 open positions and the interviewing process will begin in early February.

Facility Maintenance & Risk Management

Superintendent of Facility Maintenance & Risk Management John Karesh opened his report with an action item, Staff recommended the Board to accept the proposal dated December 12, 2025, from Oakbrook Mechanical and approving a contract in the amount of $23,884.00, to provide all labor and necessary work for the installation of a new evaporator coil for the FHCC Air Handler 2 Coil Replacement Project, MSP #25-16pc.

MOTION by Mahoney and seconded by Perry to accept the proposal dated December 12, 2025, from Oakbrook Mechanical and approving a contract in the amount of $23,884.00, to provide all labor and necessary work for the installation of a new evaporator coil for the FHCC Air Handler 2 Coil Replacement Project, MSP #25-16pc.

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

MOTION CARRIED.

Karesh mentioned there were 3 quotes and Oakbrook Mechanical was the lowest quote.

Recreation & Aquatics

Superintendent of Recreation Don Ritter opened his report with an action item, Staff recommended the Board approve an Agreement with Alpine Amusement Company, Inc. to supply carnival rides and concessions for the Woodridge Jubilee for years 2026, 2027 & 2028.

MOTION by Coleman and seconded by Venouziou to approve an Agreement with Alpine Amusement Company, Inc. to supply carnival rides and concessions for the Woodridge Jubilee for years 2026, 2027 & 2028.

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

MOTION CARRIED.

Next, Ritter continued his report recommending the Board ratify the Executive Director's approval of the proposal dated June 10, 2025 from Martin-Petersen Company, Inc., in the amount of $8,000.00, for the ARC Front Entrance Air Curtain Replacement, ARC-MSP #25-02pc.

MOTION by Mahoney and seconded by Perry to ratify the Executive Director's approval of the proposal dated June 10, 2025 from Martin-Petersen Company, Inc., in the amount of $8,000.00, for the ARC Front Entrance Air Curtain Replacement, ARC-MSP #25-02pc.

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

MOTION CARRIED.

The last action item staff recommended the Board to ratify the Executive Director's approval of the proposal dated December 18, 2025 from Excel Electric, Inc., in the amount of $26,300.00, for the ARC Urgent Lighting Replacement Project, ARC-MSP #26-02pc.

MOTION by Coleman and seconded by Venouziou to ratify the Executive Director's approval of the proposal dated December 18, 2025 from Excel Electric, Inc., in the amount of $26,300.00, for the ARC Urgent Lighting Replacement Project, ARC-MSP #26-02pc.

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

MOTION CARRIED.

Marketing & Community Engagement ("MCE")
Executive Director Jenny Knitter opened the marketing report mentioning that Kidz Squad and Totschool have the largest registration numbers to date. Knitter closed the report explaining that since Agents of Discovery was launched to the public on November 20, 334 people have played a mission using the app and 5 people have claimed a prize at the ARC by showing the completion screen shot from the app. It is an app meant to engage people at parks. Commissioner Perry asked how the District heard about this and Knitter replied from conference.

Administration
No report

CONSENT AGENDA

G.1-16 President Cohen asked if any Commissioner had requested to remove any agenda item from the consent agenda for separate consideration and action. There were none.

MOTION by Coleman and seconded by Perry to approve Consent Agenda Item #1 for Motion to approve the minutes of the Regular Meeting held December 16, 2025, Consent Agenda Item #2 to approve the minutes of the Executive Session Board Meeting held December 16, 2025, and Agenda Items #3 through #16 for Vendor Payment, Payroll Ratification, and Program Refunds for a total amount $645,298.34.

1. Regular Board Meeting Minutes ..... December 16, 2025
2. Executive Session Board Meeting Minutes ..... December 16, 2025
3. Vendor Payment & Payroll Ratification Report (12/12/25 – 1/15/26) $645,298.34

4. Alex Hurlburt, Track and Field Instruction, Independent Contract, Summer and Fall 2025 Services……$5,533.50
5. All Star Sports Instruction, Inc., Youth Sports Program Instruction, Independent Contract Fall 2025 Session 1 Services……$10,045.00
6. All Star Sports Instruction, Inc., Youth Sports Program Instruction, Independent Contract Fall 2025 Session 2 Services……...$11,842.00
7. Chicagoland Pool Management, Hobson Splash Pad contractual service Payout #1 .....$1,040.00
8. Concept One Media Inc., 2025-26 Aerial Photography and Video Services Project, Payout #2 ..... $4,717.00
9. Conserv FS, Natural Resources - Pond Chemical Purchase, Payout #1..... $2,306.60
10. Eco Clean Maintenance, Inc., ARC Facility Janitorial Services, MSP #24-01c, Payout #23 ..... $3,927.00
11. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #30 ..... $3,538.75
12. LRS, Year-round Portable Toilet Unit, Payout #24 (97%)..…… $70.00
13. Martin-Petersen Company, Inc., ARC Front Air Curtain Replacement, ARC-MSP #25-02pc, Payout #1 (100%, final)..... $8,000.00
14. Michelle Dawson/Dance Kids USA, Dance/Fitness Program Instruction, Independent Contract Fall 2025 Services……. $8,742.00
15. Schwartz Construction Group, Jubilee Point Park (Town Centre) Phase 2 – Development Project, CDP #24-04c-01, Payout #8..... $187,594.49
16. Williams Associates Architects, Ltd., Space Needs Assmt, CA#25-01, Payouts #6 ..... $777.39

President Cohen requested a roll call vote to approve consent agenda items #1 through #16.

Upon a roll being called:

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

MOTION CARRIED.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Jenny Knitter opened up the Executive Director's board report with a board action item,

Knitter recommended the Board's consideration to approve Resolution No. 26-2, A Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) to Obtain Bids from Electricity Providers and Authorize the Executive Director of Parks and Recreation to Approve a Contract with the Lowest Cost Electricity Provider for a Period Up to 36 Months.

MOTION by Mahoney and seconded by Venouziou to approve Resolution No. 26-2, A Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) to Obtain Bids from Electricity Providers and Authorize the Executive Director of Parks and Recreation to Approve a Contract with the Lowest Cost Electricity Provider for a Period Up to 36 Months.

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

MOTION CARRIED

Knitter presented a second action item, the Board consider approving Ordinance No.'s 26-3, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manual related to the District no longer managing Village Greens Golf Course (Manual 1 – Policies and Procedures:
I.1.2 Declaration of Control; II.2.5 Orientation of Newly Elected/Appointed Board Members; III.3.3 Cost Recovery Models and Fees and Charges Guidelines; IV.1.15 Accounts Receivables Procedures; IV.1.17 Uncollectible Account Receivables Procedures; IV.1.22 Non-Sufficient Funds (NSF) Check Procedure; IV.1.32 Refund Policy; VI.1.1 Recreation Programming Revenue Policy; VII.1.2 Picnic & Shelter Permit Procedures; VIII.2.1 Definition of Employees; VIII.6.7 Holidays; VIII.6.9 Use of Park Facilities/Programs by Employees; X.1.2 Data Backup; XI.1.23 Websites)

MOTION by Coleman and seconded by Perry to approve Ordinance No. 26-3, Ordinances Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manual.

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

MOTION CARRIED.

Knitter presented another action item, the Board consider approving Ordinance No.'s 26-4, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manual related to changes in staff titles and/or the District's Organizational Chart (Manual 1 – Policies and Procedures:
II.2.24 Open Meetings Act and Commissioner Training; IV.1.13 Capitalization of Fixed Assets and Ledger; IV.1.16 Accounts Payable Policy and Procedures; IV.1.20 Policy Governing Reimbursement of Employee and Officer Travel, Meal and Lodging; IV.1.23 Cash Management Control Policy & Procedures; IV.1.24 Petty Cash Reimbursement Procedures; IV.1.25 Change Bank Request Procedures; IV.1.27 Supplemental Appropriations & Fund Transfers; IV.1.29 Minimum Fund Balance Policy; IV.1.33 Payment Card Industry (PCI) Compliance; V.1.1 Budget Process; V.1.16 Bond Debt Issues Post Issuance Compliance Procedures; V.1.17 Policy Regarding Record Keeping for Bond Debt Issues; V.1.18 Debt Issuance Continuing Disclosure Undertakings Policy and Procedures; VIII.1.2 Personnel Manual & Distribution Policy; VIII.3.9 Conflict of Interest; VIII.3.17 Personnel Records Policy; VIII.5.4 Payroll Periods, Payday & Payroll Fraud Protection; VIII.6.5 Continuing Education & Professional Licenses/Certifications; VIII.9.9 Cybersecurity, Electronic Communications Use and Email Retention Policy; X.1.1Management Information Systems; X.1.7 Installation of Hardware; X.1.8 Maintenance; X.1.9 Inventory Computer Software and Hardware; X.1.11 Email System; X.1.16 Installation of Software; III.2.2 Leadership/Management Team Employees Chain of Authority During Absences; III.2.3 Freedom of Information)

MOTION by Coleman and seconded by Mahoney to approve Ordinance No. 26-4, Ordinances Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manual.

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

MOTION CARRIED.

Knitter presented another action item, the Board consider approving Ordinance No.'s 26-5, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manual related to administrative best practices (Manual 1 – Policies and Procedures: I.3.1 Mission statement of the Woodridge Park District
(Revised); IV.1.5 Bidding, Purchasing, and Contracts (Revised); IV.1.26 Purchase Card Authorization

(Revised); VI.1.5 Reporting of Abused and Neglected Children Policy (Revised); VIII.2.1 Definition of Employees (Revised); VIII.3.18 Employee Reference Policy (Revised); VIII.3.20 Telecommuting Policy (Revised); VIII.3.21 Alternative Workday Schedule (Revised); VIII.4.2 CPR, AED & First Aid Training (Revised); VIII.7.8 Family Military Leave Act (Revised); VIII.7.9 Employee Blood and Organ Donation Leave Act (Revised); VIII.9.15 Cell Phone Policy (Revised))

MOTION by Perry and seconded by Coleman to approve Ordinance No. 26-5, Ordinances Adopting Revisions to the Woodridge Park District Comprehensive Policies & Procedures Manual related to administrative best practices.

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

MOTION CARRIED.

Knitter presented another action item, the Board consider approving Ordinance No.'s 26-6, An Ordinance Adopting Additions to the Woodridge Park District Comprehensive Policies & Procedures Manual related to administrative best practices (Manual 1 – Policies and Procedures: VI.1.13 Overnight Travel Programs and Events (New); VI.1.14 Boundary Violations Policy (New); VI.1.15 Electronic Communication with Minors and Vulnerable Adults (New); VI.1.16 Reporting Abuse or Inappropriate Behaviors with Minors/Vulnerable Adults for Non-Mandatory Reporters (New); VIII.7.10 Family Neonatal Intensive Care Leave Act (New))

MOTION by Mahoney and seconded by Perry to approve Ordinance No. 26-6, Ordinances Adopting Additions to the Woodridge Park District Comprehensive Policies & Procedures Manual related to administrative best practices.

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

MOTION CARRIED.

Knitter presented another action item, the Board consider approving Ordinance No. 26-1, an Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2026, and Ending December 31, 2026.

MOTION by Mahoney and seconded by Venouziou to approve Ordinance No. 26-1, an Ordinance Providing for Budget & Appropriations of the Woodridge Park District, Will and DuPage Counties, Illinois for the Fiscal Year Beginning January 1, 2026, and Ending December 31, 2026.

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

MOTION CARRIED.

Knitter presented another action item, the Board consider approving the FY 2026 Organizational Chart revised 1/20/2026, effective January 1, 2026.

MOTION by Coleman and seconded by Perry to approve the FY 2026 Organizational Chart revised 1/20/2026, effective January 1, 2026.

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

MOTION CARRIED.

Knitter presented another action item, the Board consider approving the FY2026 Annual Sub-goals and Objectives as presented.

MOTION by Coleman and seconded by Venouziou to approve the FY2026 Annual Sub-goals and Objectives as presented.

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

MOTION CARRIED.

Knitter presented the last action item, approving Resolution No. 26-3, A Resolution of the Board of Park Commissioners of DuPage and Will Counties, Illinois Approving and Authorizing the Execution of Addendum to the Employment Contract of the Executive Director of Parks and Recreation.

MOTION by Venouziou and seconded by Mahoney to approve Resolution No. 26-3, A Resolution of the Board of Park Commissioners of DuPage and Will Counties, Illinois Approving and Authorizing the Execution of Addendum to the Employment Contract of the Executive Director of Parks and Recreation, establishing an annual salary of $159,600 for calendar year 2026, and to further direct that this salary adjustment shall be effective retroactively to January 1, 2026. The Board finds that all posting requirements under Section 7.3 of the Open Meetings Act have been satisfied.

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

MOTION CARRIED.

Knitter concluded her report, noting staff is meeting with Jefferson school and the Strategic Master Plan prioritization options will be presented to the Board in the coming months. Also, just an FYI the TIF District Information is attached to the report. Staff is supportive of the information and attended the public hearing.

COMMITTEE REPORTS

SEASPAR
Knitter referred the Board to the report and had no further comments.

EX-OFFICIO REPORTS

Plan Commission

Knitter referred the Board to the report, noting the Village of Woodridge Monthly Development Projects Report was included.

Chamber of Commerce
No Report

Affiliated Athletic Associations
No Report

BOARD UNFINISHED BUSINESS (OLD)
None

BOARD NEW BUSINESS
None

EXECUTIVE SESSION
At 8:29 pm, MOTION by Coleman and seconded by Perry to adjourn to Executive Session under:

1. Section 5 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: Coleman, Perry, Cohen, Mahoney, Venouziou
NAYS: None
ABSENT: None

MOTION CARRIED

RECONVENE OPEN SESSION
The January 20, 2026, Regular Board Meeting reconvened at 10:06 pm. Upon a roll call of Commissioners, the following were Present: Cohen, Coleman, Mahoney, Perry, Venouziou Staff: Knitter, Ritter, 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 regular board meeting at 10:07 p.m. President Cohen requested a voice vote to adjourn the regular board meeting of January 20, 2026.

Upon a roll of Commissioners being called, the following were
Present: Cohen, Coleman, Mahoney, Perry, Venouziou
Absent: None

ALL AYES. MOTION CARRIED.

Respectfully submitted.



Jack Mahoney, Secretary