



**WOODRIDGE PARK DISTRICT  
BOARD OF COMMISSIONERS' AGENDA  
FRED C. HOHNKE COMMUNITY CENTER  
May 21, 2024  
6:30 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** Revised 05/18/24

**B. ADDITIONS/DELETIONS/CHANGES TO THE AGENDA**

**C. ANNUAL MEETING**

1. Annual Meeting to elect new Board Officers (President & Vice President) and Appoint Board Secretary & Alternate, Board Treasurer & Alternate, Investment Advisor, District Legal Counsel, Committee Chairs & Alternates, and Ex-officio Members & Alternates

**D. PUBLIC PARTICIPATION**

**E. PRESIDENT'S REPORT**

1. Annual Board Park Tour | Monday, June 10<sup>th</sup>: 5 p.m. – 7 p.m.
2. Milestone Anniversaries & Special Recognitions:
  - a. 20 Years – Jenny Knitter, Incoming Director/Director of Parks, Planning & Development
  - b. 10 Years – Jamie Jimenez-Contreras, Village Greens Golf Course | Golf Seasonal Maintenance
  - c. 5 Years – Greg Granato, Village Greens Golf Course | Assistant Golf Course Manager
  - d. 5 Years – Joseph Mooney | Camp Site Director
3. Upcoming Park District Events:
  - a. Cypress Cove – Opening Day to Pass Holders Only | June 1<sup>st</sup>: 12 p.m. to 6 p.m.
  - b. Cypress Cove – Opening Day to the Public | June 2<sup>nd</sup>: 12 p.m. to 6 p.m.
  - c. FHCC - Rotary Tree Dedication in honor of Mike Adams | Tuesday, June 11<sup>th</sup>: 5:30 p.m.
  - d. Woodridge Jubilee Festival | June 13<sup>th</sup> – 16<sup>th</sup>: Jubilee Point Park
  - e. Woodridge Jubilee - Fishing Derby | June 15<sup>th</sup> - Lake Harriet: 8 a.m. – 11 a.m.
  - f. Woodridge Jubilee - Beer & Donut Dash | June 15<sup>th</sup> – Jubilee Point Park: 11 a.m. – 12 p.m.

**F. STAFF REPORTS**

Board Action Items:

1. Finance/Personnel/IT
2. Parks, Planning & Development:
  - a. Planning Development and Natural Resource Management Division (PDNRM)
  - b. Parks Division
    1. Janes Avenue Park – Ballfield Drainage Repair Project, MSP #24-14pc - Proposal Acceptance & Contract Approval
3. Golf Course
4. Recreation & Aquatics
  - a. ARC Preventative Maintenance - Motorized Backboards and Partitions, ARC-MSP #24-01pc - Proposal Acceptance & Contract Approval

**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.

5. Marketing & Community Engagement
6. Administration
  - a. FHCC Administrative Staff - Office Chair Replacement Purchase, CRP #24-03c – Omnia Partners Cooperative Bid, Purchase Order Approval
7. Safety Committee

**G. CONSENT AGENDA**

1. Regular Board Meeting Minutes ..... April 16, 2024
2. Vendor Payment & Payroll Ratification Report (4/12/24 – 5/16/24).....\$945,588.86
3. Contractual Payouts
  - a. AMSCO Engineering, Inc., 2023 Various Facility Air Disinfection Systems Mechanical and Electrical Engineering Services, CA #23-01pc, Payout #2 (Final) .....\$3,100.00
  - b. Burnett & Sons Electric, Orchard Hill Park & Cypress Cove – Light Pole Electrical Volt Reduction Project, MSP #24-12pc-01, Payout #1 (Final).....\$12,171.00
  - c. Chicagoland Pool Management, Cypress Cove Maint., AMSP #24-02pc, Payouts #1-3.....\$6,260.00
  - d. Chicagoland Pool Management, Hobson Splash Pad Maint., MSP #24-13pc, Payouts #1-2.....\$3,800.00
  - e. C.J. Erickson Plumbing Co., Cypress Cove – Main Pool Leak Repair Project – Plumbing and Concrete Repair Services, AMSP #24-01pc-02, Payout #1 (Final) .....\$77,812.00
  - f. Conserv FS Lisle, Jubilee Point Park (Town Centre) – 2024 Spring Seed Purchase, Payout #1 (Final).....\$1,315.00
  - g. Davey Tree Expert Company Inc., Jubilee Point Park (Town Centre) - Woody Invasive Species Removal Project, MSP #23-22c, Payout #2 .....\$3,570.00
  - h. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #10 .....\$14,953.75
  - i. Life Fitness, HD Athletic NX Half Rack, ARC Fitness Center, Payout #1 (Final) .....\$4,173.49
  - j. Living Waters Consultants, Inc., Hawthorne Hill Woods Culvert Repair – Engineering Services, CA #20-02pc, Payout #25 .....\$ 648.75
  - k. Natural Communities, LLC, Jubilee Point Park (Town Centre) – 2024 Spring Tree Purchase, Payout #1.....\$5,034.00
  - l. Oak Brook Mechanical Services, Inc., 2024 Various Facility Air Disinfection Systems – Purchase and Installation, CDP #24-01c, Payout #1 (Final) .....\$83,990.00
  - m. Renosys Corporation, Pool Liner Repair, AMSP#24-01pc-03, Payout #1 (Final).....\$4,975.71
  - n. Sikich, L.L.P., FYE 12/31/2023 Auditing Services, Payout #3.....\$3,000.00
  - o. Sportafence, Janes Avenue Park – Portable Wheeled Baseball Outfield Fence System Purchase, CRP #24-01c, Payout #1 (Final) .....\$50,770.00
  - p. Tanlite, Orchard Hill Park & Cypress Cove – LED Driver Replacement Purchase, MSP #24-12pc-02, Payout #1 (Final).....\$5,099.32
  - q. Underground Imaging Corporation, Leak Detection Services AMSP#24-01pc-01, Payout #1 (Final).....\$3,356.80

**H. EXECUTIVE DIRECTOR'S REPORT**

1. Board Action Items:
  - a. Ordinance No. 24-5, An Ordinance of the Woodridge Park District, DuPage and Will Counties, Illinois Amending Ordinance No. 21-7 Regarding Regulations on Use of the District's Land and Facilities and Enforcement of Penalties for Improper Use
  - b. Ordinance No. 24-6, An Ordinance of the Board of Park Commissioners of the Woodridge Park, DuPage and Will Counties, Illinois Pertaining to the Intra-Fund Transfer of Appropriations for the Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023
  - c. Ordinance No. 24-7, An Ordinance Adopting Revisions to the Woodridge Park District Comprehensive Policies & Procedure and Job Description Manuals (Manual 1 – Policies and

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Procedures: VIII.3.22 Full-Time Employee: Summer Reduced Work Week Policy (New Pilot Policy) & Manual 3 – Job Descriptions: I.VGG 18.4 Food, Beverage & Event Manager Job Description (Revised) and II.VGG 18.11 Golf Outing/Event Supervisor (Revised)

- d. Ordinance No. 24-8, An Ordinance Approving a Petition to Disconnect Two Parcels of Land from the Woodridge Park District submitted to the Board on February 19, 2024
- e. FY2024 Salary & Wage Scale Revision
- f. FY2024 Organizational Chart Revision

- 2. Information / Discussion Items
  - a. Village of Woodridge Monthly Development Report

**I. COMMITTEE REPORTS**

- 1. SEASPAR
  - a. 2023 Annual Report
- 2. PDRMA
  - a. 2023 Annual Report
  - b. 2023 Agency Specific Report

**J. EX-OFFICIO REPORTS**

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

**K. BOARD UNFINISHED BUSINESS (OLD)**

**L. BOARD NEW BUSINESS**

**M. ADJOURNMENT**

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