



**WOODRIDGE PARK DISTRICT
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING AGENDA
FRED C. HOHNKE COMMUNITY CENTER
November 19, 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

B. ADDITIONS/DELETIONS/CHANGES TO THE AGENDA

C. 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)

D. PRESIDENT’S REPORT

1. Call for Public Hearing regarding the 2024 Tax Levy Ordinance scheduled for December 17, 2024 @ 5:00 p.m.
2. Milestone Anniversaries & Special Recognitions:
 - a. Vicky Cavanaugh, 5 Years – Customer Service Coordinator
 - b. Jena Warren, 5 Years – ARC Fitness Guest Services
 - c. Chris Webber, Superintendent of Finance, Personnel & IT / Rick Knipfer, ARC Facility Manager / IPRA Professional Development School Graduates of Year Two Program in Galena, IL.
 - d. Commissioner Jack Mahoney’s 40th Anniversary - Local Celebration (October 17th at 6:00pm)
 - e. Illinois Association of Park Districts (IAPD) *Best of the Best* Gala Recognition (October 25th at 6:30pm)
 1. Commissioner Jack Mahoney’s 40th Anniversary of Board Service to WPD
 2. Good Sportsmanship Award Winner – Coach Bubba – Josh Williams of All Star Sports
3. December 17th – Regular Board Meeting – Early Start Time at 5:00pm
4. February Regular Board Meeting – Date on 4th Tuesday (February 25th, 2025)

E. STAFF REPORTS

Board Action Items:

1. Finance/Human Resources/IT
 - a. Approve and announce the preliminary determination of money, exclusive of election costs, to be raised by the 2023 property tax levy as presented in the Tentative 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. Acceptance of Speer Financial, Inc., Engagement Letter to serve as a Placement Agent on Contemplated Issuance of Taxable General Obligation Limited Park Bonds, Series 2025 Securities and acknowledgment of such Disclosures Pursuant to MSRB Rule G-17
Engagement Letter Approval
2. Parks, Planning & Development:
 - a. Planning Development and Natural Resource Management Division (PDNRM)
 1. High Tree Pruning, MSP #24-23pc - Proposal Acceptance & Contract Approval

MISSION STATEMENT

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2. Ide's Grove East and Summerhill Park – Civil Engineering Services, CA #24-02ca, Proposal Acceptance & Contract Approval
3. ARC Playground Renovation Project – Agreement, MSP #24-25c, - Agreement Approval
4. Hawthorne Hill Woods – Path Development Project, CDP #24-02c-02, Change Order Approval
5. Contract Landscape Maintenance Services – 2024 Extension, MSP #23-06c, Change Order Approval
- b. Parks Division
 1. 2025 Portable Outdoor Toilet Unit Rentals, MSP #24-20c – Bid Acceptance & Contract Approval
3. Golf Course
4. Recreation & Aquatics
 - a. Cypress Cove – Main Drain Covers Replacement Project, ACRP #25-01c – Authorization to Bid
 - b. Cypress Cove – Lazy River Heater Replacement Project, ACRP #25-02c – Authorization to Bid
 - c. Cypress Cove – Main Drain Covers Replacement Project, Engineering Services, ACRP #25-01ca – Ratification of Executive Director's Approval of Contract for Aquatic Engineering Services
5. Marketing & Community Engagement
 - a. Park Banners Replacement Project, CRP #24-07pc Proposal Acceptance & Purchase Order Approval
6. Administration

F. CONSENT AGENDA

1. Regular Board Meeting Minutes October 15, 2024
2. Executive Session Board Meeting Minutes October 15, 2024
3. Vendor Payment & Payroll Ratification Report (10/11/24 – 11/14/24) \$1,761,643.98
4. Contractual Payouts
 - a. ABC Mechanical, LLC, AMSP #24-05pc, Payout #2 (Final)..... \$3,450.00
 - b. ABC Mechanical, LLC, AMSP #24-07pc, Payout #2 (Final)..... \$4,923.00
 - c. Beary Landscape Management, Inc., Contract Landscape Maintenance Services – 2024 Extension, MSP #23-06c, Payout #9-13 (Final) \$7,849.00
 - d. Deere & Company, Ballfield Rake, MSP #24-05c, Payout#1 (Final) \$19,959.12
 - e. Mark 1 Landscape, Inc., Park Contract Mowing Services, MSP #23-04c, Payout#7 (Final) \$6,179.00
 - f. Hitchcock Design, Inc., Town Centre Park Phase 2 – Final Design, CA #23-02ca, Payout #16..... \$7,813.49
 - g. Steve Piper & Sons, Inc., 2024 Summer Tree Removals, MSP #24-16pc, Payouts #1-9 (Final) ... \$12,925.00
 - h. Webster, McGrath & Ahlberg, LTD, Lake Harriet & Janes Avenue Park ADA Improvements – Engineering Services, CA #23-05ca, Payouts #14-15 \$2,416.75

G. EXECUTIVE DIRECTOR'S REPORT

1. Board Action Items:
 - a. Resolution No. 24-16, A Resolution Commemorating Park Commissioner Jack Mahoney for Forty Years of Dedicated Service to the Woodridge Park District & Dedication of Mahoney Pavilion.
 - b. Ordinance No. 24-10, An Ordinance Adopting Additions/Revisions to the Woodridge Park District Comprehensive Policies & Procedures (Manual 1 – Policies and Procedures: IV.1.20 Policy Governing Reimbursement of Employee and Officer Travel, Meals and Lodging Expenses (revised), VIII.3.19 Compensatory Time for FLSA-Exempt Employees Policy (revised), VIII.3.20 Telecommuting Policy (revised), VIII.3.21 Alternative Workday Schedule Policy(revised), VIII.3.22 Full-Time Employee: Summer Reduced Work Week Pilot (eliminated), VIII.6.8 Personal Leave Days Policy (revised), VIII.5.9 On-Call and Call-In Policy (revised), VIII.7.1 Paid Sick Leave Policy (revised), VIII.7.2 Bereavement Leave Policy (revised), VIII.9.3 Safety Policy Statement).
2. Information / Discussion Items
 - a. Village of Woodridge Monthly Development Report

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H. COMMITTEE REPORTS

1. SEASPAR
 - a. 2024 (FY2025) SEASPAR Levy Amount Approved
2. Safety - PDRMA

I. EX-OFFICIO REPORTS

1. Chamber of Commerce
2. Affiliated Athletic Associations

J. BOARD UNFINISHED BUSINESS (OLD)

K. BOARD NEW BUSINESS

1. Revenue Facility Workshops – 2024 Year in Review & 2025 Projected Budget Impacts
 - i. Village Greens Golf Course
 - ii. ARC
 - iii. Cypress Cove Family Aquatic Park

L. ADJOURNMENT

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