

JUNE 8, 2016 PLAINFIELD TOWNSHIP PARK DISTRICT PARK BOARD OF COMMISSIONERS MEETING MINUTES

The regular monthly meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Wednesday, June 8, 2016 at the Plainfield Township Community Center, 15014 S. Des Plaines Street, Plainfield

CALL TO ORDER / ROLL CALL / PLEDGE

Vice-President Poling called the meeting to order at 6:03 pm with the following members present: Ayres, Kazmark, Newton, Poling

Absent: Hurtado, Steinys, Ludemann

Staff present: Carlo Capalbo, Executive Director

Wendi Calabrese, Executive Assistant / Secretary

Maureen Nugent, Director of Finance & HR / Treasurer

Jennifer Rooks-Lopez, Director of Parks & Planning

Cheryl Crisman, Director of Recreation

There were 6 members of the public in attendance.

Commissioner Newton led the pledge to the flag.

PUBLIC COMMENTS

- Jason Apt, Plainfield Athletic Club said that there are field condition issues including mowing and filling of fields that they would like to see addressed on the baseball fields.
- Vicky Polito stated it is her understanding that in the past, the Board requested an analysis of ADA of the District by a third party and that there are currently no existing ADA violations. Executive Director Capalbo said the District had a third party conduct an ADA audit and transition plan for items that do not match ADA code. Executive Director Capalbo said the District has never received a citation from the Department of Justice for failing to meet ADA code and if we ever were to receive one, we would be required to remedy it. Executive Capalbo added that we are always working towards making the changes for compliance and showing the progression through tracking mechanisms.

Commissioner Hurtado arrived at 6:06 pm.

CONSENT AGENDA

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve the consent agenda which included minutes of the May 11, 2016 Park Board of Commissioners meeting; interim check numbers 94571-94740 totaling \$215,662.00 with check numbers 94590, 94611, 94639, & 94652-94740 totaling \$0.00 voided with direct deposits totaling \$109,397.04; bills and claims check numbers 94741-94829 totaling 212,549.74 with check numbers 94749, 94750,m 94751, 94752, 94753, 94754, 94755, 94756, 94757, 94758, 94759, 94760, 94761, 94762, 94763, 94764, 94773, 94774, & 94789 totaling \$0.00 voided; and the Treasurer's report April, 2016. Seconded by Commissioner Ayres. Roll Call: Hurtado-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

- The pool is open and has been busy. Camps and Games on the Go are up and running.
- Seven playgrounds have been filled with mulch so far this year and more are slated for completion.

- The facility feasibility study survey will be mailed to 200-400 homes.
- Attended the Walker's Grove homeowner's association meeting to discuss the playground redevelopment. The association expressed that they did not want the path as part of the redevelopment and will be providing the District with a letter stating such.
- The District's online store is open until June 15. If you are having any difficulties accessing the store, contact Executive Director Capalbo or Executive Assistant Calabrese.
- The National Conference is being held in St. Louis in October. Hotel rooms cannot be booked unless you are registered for the Conference. Let Executive Assistant Calabrese know if you are interested in attending the Conference.

Commissioner Steinys and Commissioner Ludemann arrived at 6:12 pm.

B. Director of Finance & HR

1. December 31, 2015 Comprehensive Annual Financial Report

Director Nugent introduced Don Shaw, Lauterbach & Amen who presented the December 31, 2015 Comprehensive Annual Financial Report to the Board.

C. SAFETY AWARENESS

Division Manager Construction & Safety Newton who also serves as the District's Safety Coordinator updated the Board on the District's transition to PDRMA and on the safety program being implemented in the District.

D. DIRECTOR OF RECREATION

1. Great Adventures Preschool

Recreation Supervisor Anderson recapped the 2015-2016 Great Adventures for Preschoolers year, presented financials for the program and shared ideas and items that will be implemented for the 2016-2017 program.

2. Dance

Recreation Supervisor Offerman reviewed the last year of the dance program, presented financials, and discussed things that she will be trying with the dance programs in the upcoming year.

COMMITTEE COMMENTS

There were no committee comments.

ACTION ITEMS

A. Ordinance 2016-04 Prevailing Wages

A motion was made by Commissioner Hurtado that the Park Board of Commissioners table Ordinance 2016-04. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

B. Ordinance 2016-05 Ethics Ordinance

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve Ordinance 2016-05, Plainfield Township Park District Code of Ethics as presented and that all other policies or parts of policies in conflict with this Ordinance are hereby repealed. Seconded by Commissioner Poling. Roll Call: Ayres-Yes, Poling-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

C. Resolution 2016-04 Renaming Renwick Community Park

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve and execute Resolution 2016-04 officially renaming Renwick Park to Gregory B. Bott Park after former Executive Director Gregory B. Bott. Seconded by Newton. Commissioner Hurtado stated that this should be tabled until a formal investigation could be conducted into the former director allegedly breaking the code of ethics by private use of public property which could have broken State laws. Commissioner Ludemann said she was not aware of any violation. Commissioner Steinys agreed with Commissioner Hurtado. A motion was made by Commissioner Hurtado that the Park Board of Commissioners table Resolution 2016-04 for a formal investigation on the alleged violation of the park district code of ethics until the July meeting. Seconded by Steinys. The Board discussed how an investigation would proceed and who would conduct it if the Board chose to pursue it. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-No, Kazmark-Yes, Newton-No, Poling-Abstain, Ludemann-No. Motion Fails. There was no discussion on the original motion. Roll Call: Ayres-Yes, Newton-Yes, Hurtado-No, Kazmark-Abstain, Poling-Yes, Steinys-No, Ludemann-Yes. Motion Carried.

D. Resolution 2016-05 Abolishing the Working Cash Fund

A motion was made by Commissioner Poling that the Park Board of Commissioners approve Resolution 2016-05, a resolution authorizing the abolishment of the working cash fund. Seconded by Commissioner Hurtado. Roll Call: Poling-Yes, Hurtado-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

E. Brochure Bid

A motion was made by Commissioner Hurtado that the Park Board of Commissioners authorize the Director of Recreation to execute the Fall/Holiday 2016 Program Brochure and 2017 Program Brochure Series along with the 2018 and 2019 Brochure Series options with K.K. Stevens Publishing Company. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

F. Establish Referendum Ad Hoc Committee

A motion was made by Commissioner Hurtado that the Park Board of Commissioners establish an Ad Hoc Referendum Committee for the remainder of calendar year 2016. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

G. Intergovernmental Agreement with Plainfield Township Highway Department

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve the Intergovernmental Cooperation Agreement between the Plainfield Township Highway Department and the Plainfield Township Park District. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

OLD BUSINESSA. Committee Redevelopment

Capital & Development	Chairperson - Commissioner Newton, Commissioner Steinys
Finance & Liability	Chairperson – Commissioner Ayres, Commissioner Newton
Personnel & Policy	Chairperson – Commissioner Kazmark, Commissioner Poling
Recreation & Marketing	Chairperson – Commissioner Poling, Commissioner Ayres
Governance & Accountability	Chairperson – Commissioner Ludemann, Commissioner Poling
Ad Hoc Referendum	Commissioner Ludemann, Commissioner Newton, Commissioner Ayres

B. Referendum Exploration – Ehlers and Associates

Steve Larson, Ehlers and Associates presented the Board with referendum bond information and do's and don'ts with a referendum.

NEW BUSINESS

A. Board General Practices Policy Manual Review

Section 1.4 (Review) of the Board Policy Manual that was updated on November 11, 2015, states the board shall review the manual at the meeting after the reorganization meeting. President Ludemann asked if there were any items from the manual that should be brought to the Personnel & Policy Committee for review. There were no items.

BOARD INITIATIVES

- Look at figures for bonds using the 2010 reissuance.

COMMISSIONER COMMENTS

- Commissioner Ayres congratulated Director Nugent and her staff for the GFOA certification. Commissioner Ayres thanked the recreation department and Manager Newton for the great reports.
- Commissioner Poling reported on the first session of the IAPD Leadership Institute she attended and shared an excerpt from Lee Iacocca's book, Where Have All the Leaders Gone.
- President Ludemann congratulated the Finance Department for the GFOA certification. President Ludemann commented that several years ago the District had an ADA audit completed and those items identified are addressed.

SEEKING A MOTION TO ADJOURN

A motion was made by Commissioner Hurtado that the Park Board of Commissioners adjourn the meeting at 8:15 pm. Seconded by Commissioner Steiny.

Ayes – 7

Nays – 0

The meeting was adjourned at 8:10 pm.

Respectfully Submitted,



Wendi Calabrese

Secretary