

**JULY 19, 2016 PLAINFIELD TOWNSHIP PARK DISTRICT  
PARK BOARD OF COMMISSIONERS SPECIAL MEETING MINUTES**

The special meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Tuesday, July 19, 2016 at the Plainfield Township Park District Recreation Administration Center, 23729 W. Ottawa Street, Plainfield.

CALL TO ORDER / ROLL CALL / PLEDGE

The meeting was called to order at 6:04 pm.

Staff present: Carlo Capalbo, Executive Director  
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 Steinys led the pledge to the flag.

A motion was made by Commissioner Steinys to appoint Cheryl Crisman as Secretary Pro Tem to the July 19, 2016 Park Board of Commissioners Special Meeting. Seconded by Commissioner Hurtado. Roll Call: Ayres-Yes, Hurtado-Yes, Newton-Yes, Steinys-Yes. Motion Carried.

*Commissioner Poling arrived at 6:05 pm.*

Roll Call: Present: Ayres, Hurtado, Newton, Poling, Steinys, Ludemann

Absent: Kazmark

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve the consent agenda which included minutes of the June 8, 2016 Park Board of Commissioners regular meeting; minutes of the July 6, 2016 Park Board of Commissioners Ad Hoc Referendum Committee meeting; interim check numbers 94830-94956 totaling \$383,123.18 with check numbers 94853, 94867, 94879, 94882, 94910, & 94946 totaling \$0.00 voided with direct deposits totaling \$124,533.25; bills and claims check numbers 94957-95056 totaling \$249,594.81 with check numbers 94967-94983, 94990, & 94991 totaling \$0.00 voided; and the Treasurer's report May, 2016. Seconded by Commissioner Poling. Commissioner Steinys questioned the public comment in the minutes made by the PAC representative in regard to whether or not they have involvement in field maintenance. The Executive Director said they do have involvement in the maintenance and a meeting has been scheduled with them for discussions. Commissioner Steinys asked how often parks are inspected and asked for a report on how correcting ADA noncompliance issues is progressing. Roll Call: Hurtado-Yes, Poling-Yes, Ayres-Yes, Newton-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

- Park improvements and safety surfacing replacement continues. 45-50 parks have had safety surfaces refilled to date.

*Commissioner Kazmark arrived at 6:18 pm*

- Working on our pond maintenance program and have developed a rotating schedule for the 38 ponds that we have. Approximately \$15,000 has been spent this year on the 7 ponds that were treated.

- Construction has begun at Walker's Grove and Grand Prairie. Chain link fence has been put around Walker's Grove and we are having some issues there because it is a hot spot for Pokémon Go.
- The DuPage River Trail pedestrian is not complete even though it looks like it is. We are working traffic control at the bridge crossing and a ribbon cutting will be scheduled once everything is complete.
- Will be out of the office until August 2, call or email if anything should come up.

## COMMITTEE COMMENTS

### Ad Hoc Referendum Committee

- The Ad Hoc Referendum Committee has met twice and because it is a posted meeting, all commissioners can attend. Staff is compiling a plan from information presented and discussed at the last committee meeting. Executive Director Capalbo asked each commissioner to send a list of 10 names and addresses of people who could assist with referendum planning by the next board meeting so invitations can be sent to them for the upcoming informational meetings.

## ACTION ITEMS

### A. Resolution 2016-04 Designation of Park and Recreation Month

A motion was made by Commissioner Poling that the Park Board of Commissioners approve Resolution 2016-04 designating July as Park and Recreation month. Seconded by Commissioner Hurtado. Roll Call: Poling-Yes, Hurtado-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

### B. Ordinance 2016-04 Prevailing Wages

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

A motion was made by Commissioner St4einys that the Park Board of Commissioners approve Ordinance 2016-04. Seconded by Kazmark. Roll Call: Steinys-Yes, Kazmark-Yes, Ayres-Yes, Hurtado-Yes, Newton-Yes, Poling-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

### C. Lakewood on Caton Playground Renovation Bid

A motion was made by Commissioner Steinys that the Park Board of Commissioners award the base bid to Hacienda Landscaping for \$132,441.50 and approve the Director of Parks and Planning to execute the appropriate agreements. Seconded by Commissioner Ayres. Roll Call: Steinys-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

### D. Boy Scout Park Path Replacement Bid

A motion was made by Commissioner Poling that the Park Board of Commissioners award the base bid for concrete path installation to D & J Landscape, Inc. for \$83,570.00 and approve the Director of Parks and Planning to execute the appropriate agreements. Seconded by Commissioner Steinys. Roll Call: Poling-Yes, Steinys-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Ludemann-Yes. Motion Carried.

### E. Clow Stephens Park Path Replacement Bid

A motion was made by Commissioner Ayres that the Park Board of Commissioners award the base bid to D Construction, Inc. for \$49,765.00 and approve the Director of Parks and Planning to execute the appropriate agreements. Seconded by Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

#### F. Resolution 2016-07 Signatory Changes

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve Resolution 2016-7, designating Mary Kay Ludemann, Ridgley Ann Poling and Maureen F. Nugent as designated authorities for the Plainfield Township Park District with First Midwest Bank. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

#### G. Updated Application and Agreement to Participate in the Illinois Funds, Money Market Fund

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve the updated application and agreement to participate in the Illinois Funds, Money Market Fund, designating Mary Kay Ludemann, Ridgley Ann Poling and Maureen F. Nugent as authorized signatories for the Plainfield Township Park District. Seconded by Commissioner Newton. Roll Call: Ayres-Yes, Newton-Yes, Hurtado-Yes, Kazmark-Yes, Poling-Yes, Steinys-Yes, Ludemann-Yes.

#### OLD BUSINESS

##### A. Caton Ridge – Caryn Diaz

The residents who requested to present to the Board were unable to attend the meeting and the item will be placed on the August agenda.

#### NEW BUSINESS

##### A. Intergovernmental Agreement with School District 202

Executive Director Capalbo presented a draft intergovernmental agreement with School District 202 which consolidates all of our agreements into one document to the Board for their review and if there are no comments it will be on the August or September agenda for Board consideration.

#### BOARD INITIATIVES

- Follow up report on ADA status
- Look into goats

#### COMMISSIONER COMMENTS

- Commissioner Kazmark said the Patriotic Picnic fireworks were good and said that we should check into an alternate venue and would like to see more colors in the display.
- Commissioner Poling gave a statement on diversity and said that she would like to see the District reach out to the more diverse communities with our programs and activities to try to bring people together.
- Commissioner Ludemann said she enjoyed the Patriotic Picnic fireworks and distributed a timeline and forms to the Board for the Executive Director's annual evaluation.

#### EXECUTIVE SESSION

A motion was made by Commissioner Steinys that the Park Board of Commissioners go into executive session at 6:58 pm as permitted under the Open Meetings Act under 5 ILCS 120/2.(c)(21) discussion of minutes of meetings 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 to reconvene. Seconded by Commissioner Poling. Roll Call: Steinys-Yes, Poling-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Ludemann-Yes. Motion Carried.

### RECONVENE IN OPEN SESSION

A motion was made by Commissioner Steinys that the Park Board of Commissioners reconvene in open session at 7:12 pm. Seconded by Commissioner Ayres. Roll Call: Steinys-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

### ACTION FOR ITEMS DISCUSSED IN EXECUTIVE SESSION

#### A. Closed Session Minutes

A motion was made by Commissioner Poling that the Park Board of Commissioners declare that the minutes for executive sessions held on: April 28, 2004; July 11 and September 26, 2007; February 13, May 28, August 27, and November 12, 2008; February 25, March 11, May 13, September 9, November 4, November 11, and December 9, 2009; February 9, March 9, and May 11, 2011; March 6 and 13, 2013; April 17, June 26, and July 24, 2014; and November 19, 2015 no longer require confidential treatment and can be released at this time. Seconded by Commissioner Steinys. Roll Call: Poling-Yes, Steinys-No, Ayres-Yes, Hurtado-No, Kazmark-Yes, Newton-Yes, Ludemann-Yes. Motion Carried.

#### B. Closed Session Recordings

A motion was made by Commissioner Steinys that the Park Board of Commissioners approve the destruction of verbatim recordings from: January 12, February 9, March 9, April 13, May 11, June 8, July 27, August 10, 2011, September 4, October 12, November 9, & December 14, 2011; January 11, February 8, March 14, April 11, May 9, June 13, July 11, September 12, November 14, & December 12, 2012; January 9, February 13, March 6, March 13, April 10, May 8, May 28, June 12, August 14, September 11, October 9 & November 13, 2013; and January 7 & 24, January 29, February 4, March 4, April 1, April 17, June 11 & 26, August 13, September 10, October 8, & December 10, 2014. Seconded by Commissioner Ayres. Roll Call: Steinys-No, Ayres-Yes, Hurtado-No, Kazmark-No, Newton-Yes, Poling-Yes, Ludemann-No. Motion Fails.

### SEEKING A MOTION TO ADJOURN

A motion was made by Commissioner Steinys that the Park Board of Commissioners adjourn the meeting at 7:15 pm. Seconded by Commissioner Ayres.

Ayes – 7

Nays – 0

The meeting was adjourned at 7:15 pm.

Respectfully Submitted,

Cheryl Crisman  
Secretary Pro-Tem