

**AUGUST 9, 2017 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, August 9, 2017 at the Plainfield Township Community Center, 15014 S. Des Plaines Street, Plainfield.

CALL TO ORDER / ROLL CALL / PLEDGE

President Ludemann called the meeting to order at 6:05 pm with the following members present: Ayres, Poling, Kazmark, Steinys, Thoman, Ludemann

Absent: None

Staff present: Carlo Capalbo, Executive Director, Wendi Calabrese, Executive Assistant/Secretary, Maureen Nugent, Director of Finance & IT/Treasurer, Jen Rooks-Lopez, Director of Parks & Planning, Cheryl Crisman, Director of Recreation

There were 4 members of the public in attendance.

Commissioner Hosford led the pledge to the flag.

PUBLIC COMMENTS

- Vicky Polito said that since the website is being redesigned it would be nice to have a link to the Board page with agendas and packets from the events calendar.
- Tom Bohanek stated that the situation with the drainage ditches in the West Norman Greenway behind his home has not improved and that if the issue isn't resolved soon he is going to have to sell his home and move.

CONSENT AGENDA

Executive Director Capalbo said that the finance and liability committee with him and Director Nugent to review reporting options that are available with the new financial software and select which reports they would like the Board to receive. Director Nugent presented and explained the new reports to the Board.

A motion was made by Commissioner Steinys that the Park Board of Commissioners approve the consent agenda which included minutes of the July 12, 2017 Park Board of Commissioners regular meeting; bills and claims check numbers 96957-97026 totaling \$176,255.86 and bank draft numbers 192-214 totaling \$38,869.26; interim check numbers 96938-96956 totaling \$7,125.74 with check numbers 96789 & 96898 totaling \$0.00 voided; interim draft numbers 096-165 totaling \$123,362.82; with direct deposits totaling \$154,112.39; and the Treasurer's report June 2017. Seconded by Commissioner Poling. Roll Call: Steinys-Yes, Poling-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

- Executive Director Capalbo distributed new color renderings for the new recreation center to the Board. The Board discussed the building exterior and ways to enhance the appearance. Executive Director Capalbo said that there is a meeting scheduled with Wight on August 17 to discuss the recreation center and asked if any commissioners would be interested in serving on an ad hoc committee to attend that meeting. Commissioner Poling was interested in attending the meeting.

Executive Director Capalbo informed the Board of the End of Summer Shindig event on Friday evening and said that BDU's could be earned by attending. Executive Director Capalbo distributed the fall/holiday employee and Board fee schedule, stated there is a meeting with Werk Force Brewery August 23 to review the first concept plan for the disc golf course and asked the Board if they would like to schedule a park tour in October.

- Director Nugent said the 2016 bond sale is scheduled and there will be a bond sale ordinance and sale results at the September meeting.

- Director Crisman gave an update on summer programming and reminded everyone that once school starts the pool will only be open on weekends through Labor Day.
- Director Rooks-Lopez informed the Board that most of the summer seasonal employees worked their last day on Friday of last week, gave an update of park projects and said that park staff is working on fall sports field preparations.

COMMITTEE COMMENTS

A. Capital & Development Committee

Commissioner Thoman reported that the committee reviewed the capital improvement plan, received an update on the recreation center and discussed renaming Golden Meadows Park for a retired employee. Commissioner Ludemann asked the committee if they could begin researching a pool and cost options for it.

B. Finance & Liability Committee

Commissioner Ayres reported that the committee discussed capital improvement plan funding for 2017-2021, new board report formats, PDRMA health insurance rates and discussed options for vacation time for employees.

C. Personnel & Policy Committee

Commissioner Poling said tonight the Board will be voting on 2 policies that the committee reviewed.

ACTION ITEMS

A. Capital Improvement Plan 2017-2021

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve the Capital Improvement Plan for 2017-2021 as presented. Seconded by Commissioner Hosford. Roll Call: Ayres-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Steinys-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

B. Nature's Crossing Excavation

Director Rooks-Lopez presented information gathered in regard to the Nature's Crossing and Norman Greenway sediment removal. Attorney Campbell answered questions in regard to the park donation agreement, jurisdiction, and responsibilities of the District. After discussion, the Board felt that additional information was needed to make a decision and the Board directed staff to contact the Army Corps of Engineers, Stormwater Management Committee and Illinois Department of Water Resources for recommendations and to provide a timetable one the organizations have been contacted.

C. Intergovernmental Agreement with the Plainfield Township Road District

A motion was made by Commissioner Poling that the Park Board of Commissioners approve the Intergovernmental Agreement with the Plainfield Township Road District and convey permanent easement for the construction of compensatory storage on the Easement Parcel subject to attorney review and modifications. Seconded by Commissioner Steinys. Roll Call: Poling-Yes, Steinys-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

D. Village Green Playground Renovation

A motion was made by Commissioner Ayres that the Park Board of Commissioners award the base plus Alternate 1 to D & J Landscape, Inc. for \$200,299.33 and approve the Director of Parks & Planning to execute the appropriate agreements. Seconded by Commissioner Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

E. Facility Rental and Usage Policy

A motion was made by Commissioner Thoman that the Park Board of Commissioners approve the Facility Rental and Usage Policy as presented and that all other policies in conflict with this policy are

hereby repealed. Seconded by Commissioner Hosford. Roll Call: Thoman-Yes, Hosford-Yes, Ayres-Yes, Kazmark-Yes, Poling-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

OLD BUSINESS

A. Board of Commissioners General Practices Policy Manual Review and Approval

A motion was made by Commissioner Hosford that the Park Board of Commissioners approve the revisions to the Board of Commissioners General Practices Policy Manual as presented and that all other policies in conflict with this policy are hereby repealed. Seconded by Commissioner Steinys. Roll Call: Hosford-Yes, Steinys-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

B. Park Dedication

The capital & development met and discussed the renaming and dedication of Golden Meadows Park and are making a recommendation to continue with the process. The Board consensus was to agree with the committee recommendation and directed staff to prepare a resolution for the September meeting to rename and dedicate Golden Meadows Park to Gene R. Coldwater Park and rename Golden Meadows IV to Golden Meadows.

NEW BUSINESS

There was no new business.

BOARD INITIATIVES

- Update the title of the Pooled Cash Report to Cash Report
- Capital & Development committee to begin looking into pool costs.
- Staff contact Army Corps of Engineers, Stormwater Management Committee and Illinois Department of Water Resources
- Prepare a resolution to rename Golden Meadows Park
- Incorporate the Board into the Community Appreciation Celebration in September

COMMISSIONER COMMENTS

- Commissioner Kazmark said she is looking forward to the End of Summer Shindig Friday evening.
- Commissioner Poling said she would like to see some programming for adults like a movie date night. The movies in the parks and at the pool are great but it might be a good idea to show a movie that might appeal more to adults. Commissioner Poling said that she would like the commissioners to think about planning an event. Executive Director Capalbo said that the Community Appreciation Day is scheduled for September 23 and if the Board would like, the staff could incorporate their participation in it.
- Commissioner Thoman encouraged everyone to attend the Illinois State Fair. Commissioner Thoman will be volunteering on Park District Day, August 19.
- Commissioner Ludemann shared a newspaper article about Openlands new website www.paddleillinoiswatertrails.org which has a guide to water trails and our canoe launches are mentioned in the article and included in the guide.

EXECUTIVE SESSION

A motion was made by Commissioner Kazmark that the Park Board of Commissioners go into executive session at 8:17 pm as permitted under the Open Meetings Act under 5 ILCS 120/2 (c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body to reconvene. Seconded by Commissioner Steinys. Roll Call: Kazmark-Yes, Steinys-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

RECONVENE

A motion was made by Commissioner Ayres that the Park Board of Commissioners reconvene in open session at 8:40 pm. Seconded by Commissioner Steinys. Ayres-Yes, Steinys-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

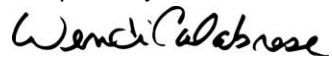
SEEKING A MOTION TO ADJOURN

A motion was made by Commissioner Steinys that the Park Board of Commissioners adjourn the meeting at 8:41 pm. Seconded by Commissioner Hosford.

Ayes – 7 Nays – 0

The meeting was adjourned at 8:41 pm.

Respectfully Submitted,



Wendi Calabrese

Secretary