



**MINUTES OF THE APRIL 8, 2015  
PARK BOARD OF COMMISSIONERS MEETING**

CALL TO ORDER/ ROLL CALL / PLEDGE

President Ludemann called the meeting to order at 6:00 pm.

There were approximately 20 people in attendance.

Board members present: Ayres, Ludemann, Newton, Poling, Silosky      Absent: Hurtado and Steinys

Staff members present: Carlo Capalbo, Executive Director  
Doug Booth, Director of Communications and Marketing  
Wendi Calabrese, Executive Assistant  
Gene Coldwater, Director of Parks  
Cheryl Crisman, Director of Recreation  
Maureen Nugent, Director of Finance and Human Resources  
Matt Campbell, Attorney

Commissioner Silosky led the pledge.

PUBLIC COMMENTS

Deb Bostjancic, Plainfield Park District Alliance Chairperson welcomed Mary Ludemann, Larry Newton, Mimi Poling and Rob Ayres to the board.

*Commissioner Steinys arrived at 6:03 pm.*

Nicole Lawson, a resident in the Clearwater Springs subdivision informed the board that their neighborhood parks have been getting tagged with gang graffiti and they are requesting that lights be installed at the park.

CONSENT AGENDA

A motion was made by Newton that the Park Board of Commissioners approve the consent agenda which included minutes of the March 11, 2015 Park Board of Commissioners meeting; minutes of the March 18, 2015 Park Board of Commissioners special meeting; interim check numbers 91809-91874 totaling \$137,679.61 with check numbers 91845, 91857, 91867, 91868, & 91871 totaling \$0.00 voided with direct deposits totaling \$114,857.84; bills and claims check numbers 91875-91946 totaling \$73,268.15 with check numbers 91903, 91904, 91910, 91914, 91915, 91916, 91917, & 91936 totaling \$0.00 voided and the treasurer's report February, 2015. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

- The park district will be issuing p-cards to staff after orientation and training.
- Memos of Understandings for affiliates have been issued for PAC and PSA. Staff is completing one for PJC.
- At the LCSRA advisory board meeting non-resident fees were discussed. The program manager was directed to look at other SRA's non-resident fee policies for discussion at this month's meeting.
- In response to the dog flu epidemic, notifications have been posted at the district's 3 dog parks.
- A memo in regard to the overage in the budgeted amount for legal fees was distributed to the board.
- At the May meeting there will be a master plan update and a presentation from the Delphi Committee. A second public input meeting for the master plan is being scheduled. Would like to schedule a second meeting in June for discussion of the master plan.
- Staff is working on the FY 2015 A budget and would to present the draft to the finance and liability committee prior to the next board packet. Also, the personnel and policy committee will need to meet to review the draft Shelter and Facility Rental Policy.
- Met with the Historic Preservation Commission because they are proposing a historic district and the Village Green would be at the center of it. They would like to give a presentation to the board.
- The recreation and parks departments did a great job with the Easter events and deserve a lot of credit.

B. Director of Planning

1) Du Page River Trail Update

The Director of Planning updated the board on the status of the DuPage River Trail project. IDOT is requesting that the lease with ComEd be changed to be written as a 20 year lease and our lease has been sent back to ComEd for the change. We are hoping that the lease will be returned in time for the project to be on the June 12 bid letting.



## COMMITTEE REPORTS

### A. Capital & Development

No report.

### B. Finance & Liability

No report.

### C. Personnel & Policy

Commissioner Poling said the committee met twice and is presenting the Park Naming Policy tonight.

### D. Recreation & Marketing

Commissioner Silosky said she had a discussion with the executive director regarding a newspaper article that said the committee would be involved with the composting directive and clarified that they would not be involved with that.

### E. Governance & Accountability

No report.

## ACTION ITEMS

### A. Seeking a Motion to Consider Resolution 2015-04 (A Resolution Renaming Mayfair Park to PFC Andrew Meari Memorial Park)

The executive director read Resolution 2015-04 and introduced Mr. Meari's step-father, Jerry Meehan who spoke about his stepson's experiences at Mayfair Park, his army service in Afghanistan and his wife's dedication to veterans. Commissioner Steinys said that if the resolution passes the District should invite former unit members to the park dedication. A motion was made by Commissioner Silosky that the Park Board of Commissioners approve Resolution 2015-04. Seconded by Commissioner Poling. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

### B. Seeking a Motion to Approve a Parks and Facility Naming Policy

A motion was made by Commissioner Poling that the Park Board of Commissioners approve the Parks and Facility Naming Policy as presented. Seconded by Commissioner Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

### C. Seeking a Motion to Award the Seasonal Brochure Printing Bid

The board reviewed bids received for the 2015-2016 Seasonal Brochure Printing as presented. A motion was made by Commissioner Silosky that the Park Board of Commissioners authorize the Director of Marketing and Communications to execute a 3 brochure issues contract with K.K. Stevens Publishing Company and to execute said contract. Seconded by Commissioner Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

### D. Seeking a Motion to Award a Bid for One New 2015/16 Ford F350 Regular Cab Dual Rear Wheel 4x4 Chassis, with 9ft Knapheide KUVcc Service Body

Commissioner Steinys asked if it would be better to wait until the next State bid for vehicles. The executive director said that the price of this is comparable to the State bid price and we currently do not have a vehicle like this and would be used by the construction crew. A motion was made by Commissioner Newton that the Park Board of Commissioners award the bid for one Ford F-350 regular cab dual wheel truck with a 9 ft. Knapheide KUVcc service body using one 1999 GMC Sonoma as a trade in for a total price of \$38,224.76 to River View Ford in Oswego and authorize the Director of Parks to execute said contract. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-No. Motion Carried.

## OLD BUSINESS

### A. Composting

The board discussed the additional information presented by the staff and directed them to:

- Verify that the waste hauler has the appropriate permits
- Make sure NTEC staff has and is using PPE's when handling manure (if they are required)
- Request a proposal from an engineer to provide a permit at Four Seasons to include a timeline, how much it's going to cost and also do the same for NTEC.
- Not an action item for May, just bring information for discussion.

## NEW BUSINESS

There was no new business.



#### BOARD INITIATIVES

- Personnel and Policy Committee schedule a meeting to review Facility and Shelter Rental Policy draft.
- Finance and Liability Committee schedule a meeting to review FY 2015 A budget.
- Follow up on lighting request from Nicole Lawson for Clearwater Springs park.
- Follow up with Mr. Meehan regarding renaming Mayfair Park.
- Composting:
  - Verify that the waste hauler has the appropriate permits
  - Make sure NTEC staff has and is using PPE's when handling manure (if they are required)
  - Request a proposal from an engineer to provide a permit at Four Seasons to include a timeline, how much it's going to cost and also do the same for NTEC.
  - Not an action item for May, just bring information for discussion.

#### COMMISSIONER COMMENTS

- Commissioner Ayres welcomed everyone to the meeting.
- Commissioner Newton said that the issues occurring at Clearwater Springs are not new to the district and we share their concerns.
- Commissioner Poling said that working together with subdivisions is something we need to do. Requested that staff consider setting aside a space and acquire weights/equipment for seniors at the Community Center.
- Commissioner Silosky expressed her deepest sympathy to Mr. Meehan.
- Commissioner Steinys said that residents should call the police when they see suspicious activity and he is still looking for addresses on parks.
- Commissioner Ludemann thanked Mr. Meehan and congratulated her fellow commissioners on the election yesterday.

#### EXECUTIVE SESSION

A motion was made by Commissioner Newton at 6:59 pm that the Park Board of Commissioners go into executive session as permitted under the Open Meetings Act under 5 ILCS 120/2.(c)(2) collective negotiating matters between the public body and its employees or their representatives and 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 Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

#### RECONVENE IN OPEN SESSION

A motion was made by Commissioner Poling that the Park Board of Commissioners reconvene in open session at 7:20 pm. Seconded by Steinys. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

#### ACTION FOR ITEMS DISCUSSED IN EXECUTIVE SESSION

No action was taken.

#### ADJOURN

A motion was made by Commissioner Steinys to adjourn the meeting at 7:21 pm. Seconded by Ayres. Ayes-6 Nays-0

Respectfully Submitted,

A handwritten signature in black ink that reads "Wendi Calabrese".

Wendi Calabrese, Secretary