

**MINUTES OF THE JULY 24, 2013
BOARD OF COMMISSIONERS MEETING**

The monthly meeting of the Board of Commissioners, Plainfield Township Park District, was held on Wednesday, July 24, 2013 at the Plainfield Police Department Multi-Purpose Room/Court Room, 1st Floor, 14300 S. Coil Plus Drive, Plainfield.

CALL TO ORDER/ROLL CALL/PLEDGE

President Hurtado called the meeting to order at 6:00 p.m. with the following members present: Steiny, Ludemann, Newton, Silosky, Hurtado

Absent: None

Staff members present: Peck, Calabrese, Bettin, Coldwater, Crisman, Nugent, Booth, Matt Campbell

President Hurtado asked Senator Jennifer Bertino-Tarant to lead the pledge to the flag. 39 people signed in and there were approximately 80 people in the audience.

APPROVE AGENDA

Moved by Steiny that the board approve the agenda. Seconded by Silosky. Commissioner Ludemann asked if Item J was still valid. President Hurtado said yes it is. Roll Call: Steiny-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

COMMISSIONER COMMENTS

- Commissioner Newton thanked everyone for coming.
- Commissioner Steiny thanked everyone for spending their time here and hopes that things get accomplished with your taxes.
- Commissioner Ludemann read a statement regarding her concern over money being spent from the contingency fund on items that should have been budgeted for and employee pay raises that have created disproportionate pay grades for the different classes of employees. Ms. Ludemann expressed concern that this could cause a lowering of our bond rating with Standard and Poor's which would cost the taxpayers more money if we were to issue bonds. Ms. Ludemann said that our tax rate is already below that of surrounding park districts and some people have stated that it doesn't matter. Ms. Ludemann questioned why those people would want to have lower standards for Plainfield Park District.
- Vice President Silosky thanked everyone for attending and understands there are concerns with various issues with the Park District, particularly the budget. Ms. Silosky said that she agrees with Commissioner Ludemann on the point that if we CUT the budget by \$800,000 it wouldn't have made that much difference to an individual homeowner. Ms. Silosky said the purpose of the majority of the board was to show the citizens that they are serious about the stewardship of their tax dollars. Ms. Silosky the board isn't cutting the budget by the \$800,000 they wanted to because like an owner of a new home from a previous owner they found that there were many repairs and replacements that needed to be done right away. Ms. Silosky said there is \$4,000,000 in a bank account not earning interest in exchange for a fee waiver. Ms. Silosky said the maintenance department was underpaid and understaffed so a decision was made to give a pay raise to the nonsupervisory full time staff of fifty cents an hour for every year they worked for the district. Ms. Silosky said that instead of cutting the money it was reallocated and reinvested in the Park District for the safety and security of the individuals who use the parks and for the employees.

PUBLIC COMMENTS

President Hurtado asked the public to state their name before making their comment and try to keep comments to a maximum of 3 minutes since there are a lot of people who would like to speak.

- Ed Arter said he has lived in Plainfield for approximately 30 years and is involved with the Riverfront Foundation. Mr. Arter said the DuPage Riverwalk has been discussed at previous meetings and asked if someone could give an update on that project.
- State Representative Natalie Manley said she is impressed to see so many people participating in local government. Representative Manley invited the public to an Understanding Your Property Tax seminar

and left information for the public.

- Deb Bostjancic questioned how President Hurtado can talk about fiscal responsibility and business know how when things she has heard or read seem to appear that he lacks that in his personal life.
- Vicky Polito asked President Hurtado what he meant when he said that people protesting the actions of the board have personal financial interests with the Park District and the only people who have benefited from the Park District since Mr. Hurtado took over as Board President are the guys who received patronage jobs and the employees who received raises as bribery so they wouldn't join the union. Ms. Polito said that in an interview Mr. Peck said that if he were offered a contract he would call for an immediate forensic audit of books because of there are red flags on things that have been going on for the past 8-10 years. Ms. Polito asked Mr. Peck where he is with the forensic audit and if there is no proof of wrong doing he needs to grow a pair, stand up and apologize. President Hurtado asked Ms. Polito not to attack people personally.
- Jayme Alwood asked what an unreasonable proportion of a contingency fund is. Mr. Alwood said he will see \$14 in tax savings with the proposed budget cuts and would rather see that reinvested in the District and the board shouldn't just cut to make cuts. Mr. Alwood thanked Commissioner Ludemann for her service to the community.
- James Racich commented on his displeasure with the practices of the current board and the lack of experience of Mr. Booth and Mr. Peck. Mr. Racich said he recently received information that Commissioner Silosky is running for Representative of the 98th District and said that the people are going to hold the board responsible for their actions.
- Heath Wright said the Park District has a strong brand and now the brand is at risk of losing trust. Mr. Wright thanked the board for putting the board packet on the website and asked if the agenda can be posted outside the Administration Building as well as the inside.
- Tisha Thompson Holmes asked what is going to be done about the \$4,000,000 in the bank not earning interest. Ms. Thompson questioned where legal fees were going to come from because she thinks they will only increase. Ms. Thompson said she spoke to Mr. Peck earlier about Items I & J on the agenda suggested some other vehicles the District may want to consider looking at.
- Rob Ayres commented on the budget process and said there should be more public input through budget hearings. Mr. Ayres said he doesn't see a savings in the budget as was promised since last year and this year they are both \$11,200,000.
- Dawn DeSart said she is an elected official up north that this board is a joke. Ms. DeSart thanked Commissioner Ludemann for her service.
- Michelle Kelly said she hopes that there is a quick learning curve for the new board members about the District. Mr. Kelly questioned why Marianne Ryan was let go and Mr. Booth was hired. Ms. Kelly said that past boards were fiscally conservative and that this board should stop blaming past boards and focus on the community.
- Craig Spangler said he would like to see how this budget ties into the long range goals of the District.
- Senator Bertino-Tarant said she takes her community seriously and is proud to support everyone in the community. Ms. Bertino-Tarant said people shouldn't be afraid to reach out and thanked everyone for their time.
- Beverly Webb said that in June the board directed staff to reduce the part-time employees to 27 hours and wanted to know if those people had been reinstated to full time hours. Ms. Webb said she understands that forensic audits are expensive and asked where it was in the budget.
- An unidentified audience member said she would rather pay for students who can't afford school fees than pay for Garrett Peck's education.

BOARD PRESIDENT COMMENTS

President Hurtado thanked everyone for attending the meeting. Mr. Hurtado said that with budget being presented the board is trying to make our Park District the best in the State. Mr. Hurtado said the budget is solid and he is proud to live in Plainfield. Mr. Hurtado apologized to the employees because of a comment made by one of the commissioners on the radio yesterday.

CONSENT AGENDA

Commissioner Ludemann said she would like to amend the June 12, 2013 minutes to reflect that she asked how many insurance companies provide liability insurance. Moved by Ludemann that the board approve the amended consent agenda which included amended minutes of the June 12, 2013 board of commissioners meeting; bills and claims check numbers 86424-86539 with check numbers 86485, 86494, 86495, 86496, 86497, 86519, 86533 voided; interim check numbers 85966-86423 with check numbers 86024, 86106, 86221, 86235, 86270, 86282, 86283, 86295, 86296, 86297, 86298, 86299, 86311, 86329, 86401, 86416 voided; May 2013 treasurer's report and the June 2013 treasurer's report. Seconded by Steinys. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

STAFF REPORTS

Executive Director

Garrett Peck gave a 60 day report to the board. Mr. Peck said that the board should study whether existing bonds should be refinanced and he has found that the Park District has an average daily balance of \$4,146,992.00 in a non-interest bearing checking account. Mr. Peck stated that staff will be looking into changing that to an interest bearing account. Mr. Peck said that due to safety concerns for the horses and staff, the paddocks at the Normantown Trails Equestrian Center will be upgraded and the new material has been delivered and the changes will be made in August. Mr. Peck said a new tractor has been purchased for the Equestrian Center for efficiency because currently the maintenance department had to tow their tractor to the site which was taking away from time needed for them to adequately perform their duties. Mr. Peck said that staff is currently working on a vehicle replacement plan for the maintenance department since there is no capital plan in place and that the vehicle lift was purchased for the maintenance department because the one they were using was not safe. Mr. Peck said that safety issues at the Ottawa Street Pool were addressed by painting the parking blocks yellow for better visibility, security cameras were added, hedges were removed to improve the sight line and molded/rusty lockers were replaced. Mr. Peck said that staff is working on options for the Ottawa Street Pool since it is 5 years past its life expectancy and nothing has been planned for an upgrade or replacement. Mr. Peck said that new servers with a longer life expectancy than the ones that were being used and a new backup system with an automatic tape loader with daily full backup and planned offsite storage enabling full disaster recovery have been purchased. Mr. Peck said that within the next 60 days Wi-Fi will be installed at the Park District facilities. Mr. Peck stated that due to safety concerns with tile chipping and coming up at the Recreation/Administration Center a new floor has been installed. Mr. Peck said that at the Recreation Administration Center the air conditioning units failed and the HVAC system which was 30 years old was replaced with energy efficient equipment and broken windows have been replaced, rotting wood on the patio deck is being replaced and all American Flags in the District are now lit at night. Mr. Peck said that staff was provided with equipment that they currently did not have. Mr. Peck stated that the marketing assistant was using her own computer equipment and had to garbage pick an office chair and the equestrian center manager was using her personal truck and trailer to transport horses. Mr. Peck said that computer equipment is being purchased and a truck and trailer are being budgeted for the equestrian center.

Business Department

Maureen Nugent informed the board that the District received a communication from the Illinois Department of Human Rights indicating that the District needs to revise its sexual harassment policy, formulate an Affirmative Action Plan, and recommends that the District document its current employee evaluation system.

COMMITTEE REPORTS

No reports.

DISTRICT LEGISLATIVE REPORT

No report.

ACTION ITEMS

A) Seeking a Motion to Open the Public Hearing for Ordinance 2013-02 (Fiscal Year 2013-2014 Budget and Appropriation Ordinance)

Moved by Ludemann that the board open the public hearing for Ordinance 2013-02 at 7:12 p.m. Seconded by Silosky. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

B) Public Hearing and Comments for Ordinance 2013-02 (Fiscal Year 2013-2014 Budget and Appropriation Ordinance)

President Hurtado asked if there were any comments.

- Howard Ruskin said the total of administrative wages and park maintenance wages in 2012 totaled \$1,105,851 and in 2014 the proposed budget is \$1,381,541 which is an approximate 25% increase. Mr. Ruskin asked what that is due to and looking at the raises the business manager had a 4% increase and the office manager had a 3.2% increase but the overall budget is increased 25% and asked for comment on where that is coming from. Mr. Ruskin said that \$2,000 is budgeted under staff/board development and feels that the number is underestimated. Mr. Ruskin said that there is a line item for contracted labor for \$98,000 which had never been budgeted for before and asked if the district could use their employees instead of contracting out.
- Brenda Morse asked how much monthly maintenance for the paddocks costs. Ms. Morse asked if horses being taken to horse shows are Park District owned horses or privately owned horses.
- Heath Wright said the Park District has been a leader in bicycle trails and would like to see some money budgeted for a consultant to update the plan. Mr. Wright asked if money would be available to purchase land for the bicycle trail if it became available.
- Rob Ayres said there is a new line item for a recreation coordinator and wondered if that is a position being added. Mr. Ayres asked what the intent is for the advertising line item being increased and why were the facility improvements, bike path and Great Adventures line items and others reduced.
- Michelle Kelly asked if the board and staff have a 3-5 year plan for the new expenditures and how are we going to pay for it in the future. Ms. Kelly said there are board members who claim to be fiscal conservatives and asked what the values of the board are and how those values are reflected in the budget.
- Jayme Alwood asked if there is going to be a forensic audit because he didn't see it in the budget and whether one is needed.
- Vicky Polito said Mr. Peck's presentation looked like a laundry list of things that just happen on the job. Ms. Polito asked who brings a laptop to the pool or doesn't use their own service provider on their smart phone. Ms. Polito asked if the video monitoring at the pool has helped and who is bidding and getting the contracts for the IT improvements being done.
- Dawn DeSart asked how a budget can be voted on without a budget hearing because hearings are for the public's benefit. Matt Campbell stated that this is the public hearing.
- Tisha Thompson Holmes wanted to know where the additional legal fees that are being budgeted for are going to come from.

President Hurtado asked if there were any additional comments.

- Joanne Hucarek asked if there are enough people using the equestrian center to justify the expenditures or should people be using private facilities and what is the percentage of people using the equestrian center.

President Hurtado asked if there were any additional comments. The board and staff addressed the questions asked. Mr. Peck said that two additional maintenance workers are being added. Mr. Peck said that during his first week he saw that the maintenance staff were underpaid and met with the Superintendent of Parks to try and remedy that. Gene Coldwater said that he was going to lose long term staff because of the pay and is glad that it has been addressed. Maureen Nugent addressed the increase in the salary line item and the contracted labor. Ms. Nugent said that we use contracted labor to maintain some of our smaller parks and that amount was always included as part of the salaries. Ms. Nugent said that our auditors suggested taking that from the salaries and creating a line item for it which we did. Ms. Nugent said the only staff development that was cut from the budget was the National Conference because the dates conflicted with a scheduled board meeting.

Mr. Peck said there is a little over \$20,000 budgeted for screening and drain tiles and maintenance staff will be performing the work. Brenda Morse said she thinks the District should get help from an expert to assist with the equestrian center. Cheryl Crisman responded that the equestrian center manager would use her own truck and trailer to take District owned horses to horse shows which is why the truck and trailer are budgeted.

Cameron Bettin addressed the bike trail question. Mr. Bettin said there was a 1999 bike trail plan which was updated in 2008. Mr. Bettin said staff looks at the plan on a regular basis and then discussed two projects taking place now. Mr. Bettin said there is money budgeted for land acquisition for continuation of the bicycle trail.

Mr. Peck said the budget for advertising increased to market the equestrian center better. Cheryl Crisman said the recreation coordinator position is taking one of the part time staff at the 27 hour threshold and promoting them to a full time position. Cheryl Crisman said the Great Adventures budget was decreased because staff budgeted for the program at the minimum number of participants instead of at a higher number as in the past. Mr. Peck said that no programs have been cut from recreation and Cheryl Crisman said that programs have been added. Cameron Bettin said that facility improvements was reduced because based on the budget last year some improvements had already been done and park staff is going to do some of the ADA work in house. Garrett Peck said the legal fees line item was increased because of complaints being filed with the Attorney General and that the public has the ability to control what those costs are.

Garrett Peck said the Master Plan we are currently using goes through 2014 and the 3-5 year plan will be a part of the update. Ms. Kelly said that her question wasn't referring to the Master Plan but the budgeted items that are day to day expenses. Maureen Nugent said that historically a 3-5 year budget plan is done and the plan is usually done in the fall after the budget passes. Vice President Silosky said that she would like to have as much contingency as possible but there were some things that needed to be done right away. Ms. Silosky said she wants to be able to cut taxes and see the parks blossom and the workers be comfortable.

Garrett Peck said that yes he did say that he was thinking of seeking a forensic audit. Mr. Peck said that after doing some investigating he no longer believes a forensic audit is needed.

Mr. Peck said he doesn't know who brings a laptop to the pool but having internet in a public place is something we would like to provide to residents. Mr. Peck said that video footage at the pool has helped. Doug Booth said that the Purchasing Policy of the Park District is being followed when looking for services or purchasing items.

Garrett Peck said that what is taking place is the budget hearing and the Park District Attorney, Matt Campbell agreed. Mr. Campbell reviewed the process for the public hearing for the budget and how it was posted.

Ms. Thompson Holmes asked where the money would come from for legal fees if the amount exceeds what is budgeted and how can you forecast how much they will be. Matt Campbell said that just like any line item in the budget you can transfer money from another line item to a certain extent or use contingency funds.

Garrett Peck said we are looking at ways to advertise the Equestrian Center and make it a success. Cheryl Crisman addressed the number of participants by estimating there is an average of 75-100 people through the barn each week.

- Jim Racich said that if the Village of Plainfield or the Plainfield Park District are paying for the officers that are the meeting tonight he is outraged because he doesn't see a need for them to be here. President Hurtado said the District is paying for two police officers.

President Hurtado asked for any additional comments.

- Michelle Kelly thanked the board for answering questions from the public. Ms. Kelly said that she sees that in the future the board will see that they made a mistake by putting Garrett Peck and Doug Booth in place on the staff of the District.
- Deb Bostjancic said she appreciates the openness and answers to questions. Ms. Bostjancic why the board hasn't looked into changing attorneys or getting additional price quotes.
- Bill Lamb said that the Village of Plainfield recently held a strategic planning meeting and hopes that the Park District has money budgeted for cooperative planning.

President Hurtado asked for any additional comments and there were none.

C) Seeking a Motion to Close the Public Hearing for Ordinance 2013-02 (Fiscal Year 2013-2014 Budget and Appropriation Ordinance)

Moved by Steinys that the board close the public hearing for Ordinance 2013-02 at 7:37 p.m. Seconded by Silosky. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

D) Seeking a Motion to Approve Ordinance 2013-02 (Fiscal Year 2013-2014 Budget and Appropriation Ordinance)

Moved by Silosky that the board approve Ordinance 2013-02. Seconded by Steinys. Roll Call: Steinys-Yes, Ludemann-No, Newton-No, Silosky-Yes, Hurtado-Yes. Motion Carried.

E) Consider Resolution Number 2013-03 (A Resolution Authorizing the Adoption of a Non-Physical Attendance Policy for Board Meetings)

Moved by Steinys that the board approve Resolution 2013-03. Seconded by Silosky. Executive Director Peck said the resolution is being brought to the board so that if for example a commissioner is sick they would still be able to attend the meeting electronically. Mat Campbell said the policy language is the language of the statute and reviewed it with the board. Roll Call: Steinys-Yes, Ludemann-No, Newton-No, Silosky-Yes, Hurtado-Yes. Motion Carried.

F) Consider Resolution Number 2013-04 (A Resolution Authorizing the President to Execute a Letter of Agreement for the Termination of an Intergovernmental Agreement with Wheatland Township)

Moved by Silosky that the board approve Resolution 2013-04. Seconded by Steinys. Commissioner Ludemann said that this would have been free space in the northern portion of the district and wants to know why we are cancelling the agreement. Cheryl Crisman said it is her understanding that the current supervisor of Wheatland Township contacted our executive director to inform him that they would be vacating that space by the end of the year. Ms. Crisman said that no programs have been scheduled for that location; it would have been used for overflow space. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

G) Consider Resolution Number 2013-05 (A Resolution Authorizing the Adoption of a Public Comment Policy at Board Meetings)

Moved by Steinys that the board approve Resolution 2013-05. Seconded by Silosky. Matt Campbell addressed changes that were requested to be made to the policy from the June meeting. Commissioner Newton said he doesn't think a public comment policy is necessary. Commissioner Ludemann said she doesn't think it is necessary and isn't comfortable with how we perceive someone's comments as unreasonable and how we can remove them or silence them. Commissioner Silosky said she agrees with Commissioner Ludemann. President Hurtado said that if some is being disruptive and abusive to the board or staff there should be something to address that in a public comment policy. Mr. Campbell said the changes to the policy presented this evening are to remove the time limit for comments, no sign in sheet and add an additional public comment section after action items. Commissioner Steinys withdrew his motion. Commissioner Silosky withdrew her second to the motion. Commissioner Ludemann asked that the last two lines of the policy be removed. President Hurtado said he thinks they should stay. Commissioner Steinys moved that the board approve Resolution 2013-05 subject to the revisions discussed for the Public Comment Policy. Seconded by Silosky. Commissioner Silosky said she agrees with Commissioner Ludemann but understands President Hurtado's point. Commissioner Newton said he stands by his previous comment. Roll Call: Steinys-Yes, Ludemann-No, Newton-No, Silosky-No, Hurtado-No. Motion Fails.

H) Consider Resolution Number 2013-06 (A Resolution for a Security Camera Policy for the Ottawa Street Pool)

Moved by Ludemann that the board approve Resolution Number 2013-06. Seconded by Silosky. Commissioner Steinys thinks that the way society is and in regard to liability to the Park District he agrees with the cameras and would like to see motion sensors installed as well. Commissioner Ludemann said that she had a resident ask her to ask the board to consider storing the footage from the cameras for six months to a year instead of fourteen days. Commissioner Silosky said that as long as there is water in the pool there

will be problems whether or not school is in or out. Cheryl Crisman said the pool is generally drained within one day of the pool closing and the boards are taken down. Ms. Crisman said that before the pool opens there is at least one week that it is filled. Garrett Peck said it is a good suggestion and we would probably need to purchase additional hardware for the system and make sure we have room in the safe or a secure location for the information so privacy is protected. Mr. Peck said staff could get quotes for the additional items needed if the board wants to go that direction. President Hurtado said he agrees with Commissioner Ludemann that two weeks is not enough but thinks 6 months would be sufficient. Commissioner Ludemann withdrew her motion. Commissioner Silosky withdrew her second. Moved by Ludemann to table Resolution 2013-06 until the August 14, 2013 board meeting. Seconded by Silosky. The board directed staff to look into pricing for additional storage. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

I) Seeking a Motion to Remove the Purchase of a Ford C-Max from the Table

Moved by Ludemann that the board remove the purchase of a Ford C-Max from the table. Seconded by Steinys. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

J) Consider a Motion to Award Bid for the Purchase of a Ford C-Max

The board reviewed bids received for the purchase of one, 2013 Ford C-Max Hybrid from Tirapelli ford \$25,695.00, Terry's Ford \$23,440.00 and Rod Baker Ford \$22,491.00. Mr. Peck said staff would like to put together some data driven research showing how much money is being saved with the pool vehicle and then re-evaluate the purchase of an additional pool vehicle. Moved by Steinys that the board reject all bids submitted on July 17, 2013 for one, 2013 Ford C-Max Hybrid. Seconded by Ludemann. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. Motion Carried.

NEW BUSINESS

There was no new business.

PRESIDENT'S RECAP OF BOARD DIRECTIVES TO STAFF

- Obtain prices for storing video from the Ottawa Street Pool for 6 months and 1 year and bring the information back to the board.

ADJOURNMENT

Moved by Ludemann that the meeting be adjourned at 9:08 p.m. Seconded by Newton. Roll Call: Steinys-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Hurtado-Yes. The meeting adjourned at 9:08 p.m.

Respectfully Submitted,

Garrett Peck, Secretary