



**MINUTES OF THE NOVEMBER 12, 2014
PARK BOARD OF COMMISSIONERS MEETING**

The monthly meeting of the Board of Commissioners, Plainfield Township Park District, was held on Wednesday, November 12, 2014 at the Heritage Professional Center, 24023 W. Lockport Street, Plainfield.

CALL TO ORDER/ PLEDGE

President Ludemann called the meeting to order at 6:02 pm.

Rob Ayres led the pledge to the flag. There were approximately 28 members of the public in attendance.

INSTALLATION OF COMMISSIONER

President Ludemann thanked Senator Jennifer Bertino-Tarrant for being at the meeting and appointing Rob Ayres to the Board. The Board Secretary administered the Oath of Office to Rob Ayres.

ROLL CALL

Board members present: Ayres, Ludemann, Newton, Silosky, Steinys

Absent: Hurtado

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

PUBLIC COMMENTS

Vicky Polito said that she saw one of the District maintenance trucks driving without a tarp covering the items in the truck bed being transported. Ms. Polito said that as a reminder tarps should be used.

A. Rodessa Jones and Laura Schmidt – HPC Rental Issue

Rodessa Jones and Laura Schmidt presented the board with information in regard to a rental for a special event planned to be held at the Heritage Professional Center and then were informed that because it was a for profit event it the rental could not be accommodated. The women stated that they had already advertised the event and would like the Board to consider making an exception to the policy and allow them to hold it as planned. The board discussed the request and the consensus was to deny it and enforce the policy as written.

Jayne Alwood congratulated Commissioners Ayres for being sworn in as a commissioner this evening. Mr. Alwood talked about how HB 5593 came about and thanked Representative Cross, Representative Manley and Senator Bertino-Tarrant for their support.

CONSENT AGENDA

Moved by Silosky that the Park Board of Commissioners approve the minutes of the October 8, 2014 Park Board of Commissioners Meeting; interim check numbers 90667-90781 totaling \$260,752.36 with check numbers 90705, 90720 & 90762 totaling \$0.00 voided with direct deposits totaling \$110,040.58; bills and claims check numbers 90782-90919 Totaling \$1,119,190.34 with check numbers 90787, 90805, 90831, 90832, 90838, 90839, 90839, 90841, 90842, 90846, 90852, 90853, 90854, 90855, 90856, 90857, 90858, 90859, 90860, 90874, 90875, 90876, 90877, 90895, 90902, & 90907 totaling \$0.00 voided and the treasurer's report August 2014. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

The Executive Director told the Board that the Request for Proposal (RFP) for the Comprehensive Master Plan has been sent out and is available on the website. The Executive Director said that a Memorial Tree and Bench Program is in place and advertising will begin in the summer brochure. The Executive Director told the Board that staff is



preparing the 2015 meeting schedule and asked if the Board felt the meetings could be relocated back to the Recreation Administration Center. The Board directed staff to check the availability of the Plainfield Township Community Center and if it is available to schedule the 2015 meetings there.

1) Athletic Field Use and Allocation Policy

The Executive Director stated that he and the Recreation Manager for Athletics and Outdoor Facilities have been meeting in regard to the Athletic Field Use and Allocation Policy and that he has met with the 3 sports groups to discuss the same. The Executive Director presented the way billing/fees and light fees are charged currently and the process he would like to use in the future. At the direction of President Ludemann, the Executive Director said the Board might want to consider establishing a personnel and policy committee to discuss this further. President Ludemann asked if any commissioners would like to serve on this committee to review the Athletic Field Use and Allocation Policy. Commissioners Silosky and Ayres volunteered. Commissioner Steinys said he would like to serve on the committee. The Executive Director said he would prefer that the committees are limited to 2 members but Commissioner Steinys would be an alternate.

B. Director of Finance, HR, & IT

1) Presentation of Comprehensive Annual Financial Report 6/30/14

The Director of Finance, HR & IT introduced Jamie Wilkey, Lauterbach and Amen to the Board. Ms. Wilkey thanked the Director of Finance, HR & IT and the Accountant for their assistance during the audit process. Ms. Wilkey presented the comprehensive annual financial report 6/30/14 to the Board and stated that the Park District received a Certificate of Achievement for Financial Reporting for the prior year audit and this year's audit has been submitted for consideration as well.

2) Discussion of GO Limited Bond Sale

Steve Larsen, Ehlers and Associates presented options and procedures for a bond sale to the Board. The Executive Director said that if the Board consensus is to proceed with this bond sale, the money would be used immediately for the capital improvement plan projects. The Board discussed the sale and the consensus was to proceed with scheduling a public hearing next month.

ACTION ITEMS

A. Seeking a Motion to Open the Public Hearing for Ordinance 2014-03 (2014 Tax Levy Ordinance)

Motion by Steinys that the Park Board of Commissioners open the public hearing for Ordinance 2014-03, the 2014 Tax Levy at 6:42 pm. Seconded by Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried. The Director of Finance, HR & IT presented a summary of the levy to the Board. President Ludemann asked if there were any public comments. Commissioner Steinys asked a question regarding an adjustment in the audit. The Executive Director stated that right now the only comments during the hearing should pertain to the levy but could ask that during commissioner comments. President Ludemann asked if there were any other comments. There were none.

B. Seeking a Motion to Close the Public Hearing for Ordinance 2014-03 (2014 Tax Levy Ordinance)

Motion by Ayres to close the public hearing for Ordinance 2014-03, the 2014 Tax Levy at 6:47 pm. Seconded by Steinys. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

C. Seeking a Motion to Approve Ordinance 2014-03 (2014 Tax Levy Ordinance)

Motion by Silosky that the Park Board of Commissioners approve Ordinance 2014-03. Seconded by Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-No. Motion Carried.

D. Seeking a Motion to Approve Renewal of Worker's Compensation Insurance

Motion by Silosky that the Park Board of Commissioners change the District's workers compensation provider to Illinois Public Risk Fund for the period December 1, 2014 to December 31, 2015. Seconded by Ayres. Commissioner Steinys asked how much the District would save by changing insurance carriers. The Director of Finance, HR & IT stated there would be a savings of \$6,000 in addition to a safety grant to the District which would be between \$7,000 to \$9,000. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.



E. Seeking a Motion to Approve Employee Health Insurance

The Director of Finance, HR & IT presented the Board with options for employee health insurance through United Health Care, Blue Cross Blue Shield and PDRMA. There was discussion about savings and differences between the plans. Motion by Ayres that the Park Board of Commissioners select PDRMA's \$500 deductible plan for health insurance. Seconded by Silosky. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-No. Motion Carried.

F. Seeking a Motion to Approve Resolution 2014-23 (A Resolution Authorizing Membership in the Park District Risk Management Agency)

Motion by Silosky that the Park Board of Commissioners approve Resolution 2014-23. Seconded by Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-No. Motion Carried.

G. Seeking a Motion to Approve Resolution 2014-24 (A Resolution Authorizing Membership in the Park District Risk Management Agency Health Program)

Motion by Silosky that the Park Board of Commissioners approve Resolution 2014-24. Seconded by Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-No. Motion Carried.

H. Seeking a Motion to Approve Employee Dental Insurance

Motion by Newton that the Park Board of Commissioners elect dental coverage with Delta Dental through PDRMA for the plan year January 1, 2015 to December 31, 2015. Seconded by Silosky. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

I. Seeking a Motion to Approve Employee Life Insurance

No action was needed because employee life insurance is part of the PDRMA health program.

J. Seeking a Motion to Approve Resolution 2014-20 (A Resolution With Plainfield Township for the Program Manager for Seniors and Adults)

Motion by Steinys that the Park Board of Commissioners table Resolution 2014-20 until the December 10, 2014 Park Board of Commissioners meeting. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

K. Seeking a Motion to Approve Resolution Number 2014-21 (A License Agreement with Wheatland Township)

The Board discussed the need to obtain access to the Springs at 127th Park through Wheatland Township's Community Park. Motion by Steinys that the Park Board of Commissioners approve Resolution 2014-21. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

L. Seeking a Motion to Approve Resolution Number 2014-22 (A Resolution Authorizing the President to Execute an Agreement Amending the Park Dedication Agreement for the Springs at 127th Street)

Motion by Newton that the Park Board of Commissioners approve Resolution 2014-22. Seconded by Steinys. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

M. Seeking a Motion to Approve Creation of a Planning Position

Motion by Newton that the Park Board of Commissioners approve the creation and fulfillment of the position of Director of Planning and Procurement. Seconded by Steinys. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

N. Seeking a Motion to Approve the IAPD Credentials Certificate

Motion by Ayres that the Park Board of Commissioners appoint Carlo Capalbo, Executive Director as the delegate to the Annual Business Meeting of the Illinois Association of Park Districts to be held at the Hyatt Regency Hotel, Chicago, Illinois on Saturday, January 24, 2015 at 3:30 pm in the Grand F Ballroom (East Tower/Gold Level) and Mary Kay Ludemann, President as 1st Alternate, Peter Steinys, Commissioner as 2nd Alternate and Janet Silosky, Vice-President as 3rd Alternate. Seconded by Steinys. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.



NEW BUSINESS

There was no new business.

BOARD INITIATIVES

- Enforce the rental policy as written for the special request at the HPC.
- Check the availability of the Plainfield Township Community Center for 2015 meetings.
- Schedule a meeting for the Personnel and Policy committee.
- Proceed with planning for a bond hearing.

COMMISSIONER COMMENTS

Commissioner Steinys asked a question about a correction to the net position made by the auditors. The Director of Finance, HR & IT stated that last year's CAFR, did not include the amount as a deferred inflow of resources and the District's current auditors were required to restate the District's total net position.

- Commissioner Ayres thanked everyone for the warm welcome to the Board.
- Commissioners Newton, Silosky and Ludemann congratulated Commissioner Ayres.

ADJOURN

Moved by Steinys that the board adjourn the meeting at __7:35 pm. Seconded by Newton. Ayes-5 Nays-0

Respectfully Submitted,

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

Wendi Calabrese, Secretary