

**MINUTES OF THE NOVEMBER 11, 2015
PARK BOARD OF COMMISSIONERS MEETING**

CALL TO ORDER/ ROLL CALL / PLEDGE

President Ludemann called the November 11, 2015 Park Board of Commissioners meeting to order at 6:00 pm.

There were approximately 17 people in attendance.

Board members present: Ayres, Hurtado, Kazmark, Ludemann, Newton, Poling, Steinys

Absent: None

Staff members present: Carlo Capalbo, Executive Director
Wendi Calabrese, Executive Assistant / Secretary
Gene Coldwater, Director of Parks
Cheryl Crisman, Director of Recreation
Maureen Nugent, Director of Finance & HR / Treasurer
Jennifer Rooks-Lopez, Director of Planning
Matt Campbell, Attorney

Commissioner Steinys led the pledge.

PUBLIC COMMENTS

Russ Hook asked when the Wilson Bridge and trail would connect to the Eaton Preserve and that he would like to see the trails connect. Mr. Hook also said that he would like to see more access for fishing and for the ponds to be stocked.

CONSENT AGENDA

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve the consent agenda which included amended minutes of the October 14, 2015 Park Board of Commissioners meeting; interim check numbers 93423-93503 totaling \$220,470.68 with check numbers 93445 & 93489 totaling \$0.00 voided with direct deposits totaling \$03,224.28; bills and claims check numbers 93504-93581 totaling \$249,261.79 with check numbers 93510, 93511, 93512, 93513, 93514, 93515, 93516, 93517, 93518, 93519, 93520, 93521, 93529 & 93530 totaling \$0.00 voided. Seconded by Commissioner Steinys. Commissioner Hurtado asked that the minutes be amended to remove his vote during the consent agenda since he was not at the meeting. Secretary Calabrese said she would make the correction. Commissioner Steinys asked why the John Deere skid steer purchase didn't go through committee. Executive Director Capalbo replied that the skid steer was part of the capital plan that was approved in June. Commissioner Steinys continued questioning the skid steer purchase. Attorney Campbell pointed out that the skid steer was not part of the consent agenda and was on the agenda as an action item. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

- The Electric Park concrete path has been installed.
- The Master Plan draft was just completed and will be presented to the board in December.
- Manager Dunfee and Supervisor Anderson attended the IPRA Professional Development School.
- The Normantown Equestrian Center Show Team attended the Place to Show banquet after completing their second year competing.
- Facilities are being winterized and fertilizing and mulching is taking place.
- The Active Adult Holiday Luncheon is being held on December 7 at Noon at the Plainfield Township Fire Department Training Center. This is an opportunity to earn points towards the Board Development Program.
- The deadline to register for the IAPD/IPRA Soaring to New Heights Conference is December 7.
- Reminder – there is a special board meeting next Thursday at 6 pm at the Rec/Admin Center for the board self-evaluation.
- Staff is working on the 2016 Capital Improvement Plan which will be presented to the board in December.

B. Director of Finance

1. Audit Presentation

Matt Beran, CPA from Lauterbach and Amen reviewed the 2015 audit and management letter with the board. Mr. Beran thanked Director Nugent and Accountant Figgins for their work and said it was great working with them.

C. Director of Recreation

1. 1 Year Review of Plainfield Township Community Center

Manager Whalen presented information for Active Adult programming during the past year at the Plainfield Township Community Center.

COMMITTEE REPORTS

A. Capital & Development

No report.

B. Finance & Liability

Commissioner Ayres said he, Commissioner Poling, Executive Director Capalbo and Director Nugent met to review the two main funds and that he appreciates the hard work that went into the budget.

C. Personnel & Policy

No report.

D. Recreation & Marketing

No report.

E. Governance & Accountability

No report.

ACTION ITEMS

A. Ordinance Number 2015-05 (Tax Levy)

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve Ordinance 2015-05 as presented. Seconded by Commissioner Newton. Roll Call: Ayres-Yes, Newton-Yes, Hurtado-No, Kazmark-Yes, Poling-Yes, Steinys-No, Ludemann-Yes. Motion Carried.

B. IAPD Credentials Certification

A motion was made by Commissioner Hurtado that the Park Board of Commissioners designate Commissioner Ludemann to serve as delegate, Commissioner Poling to serve as 1st alternate, and Commissioner Ayres to serve as second alternate 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 30, 2106 at 3:30 pm in the Grand F Ballroom (East Tower/Gold Level). Seconded by Commissioner Poling. Roll Call: Ayres-Yes, Poling-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

C. Board of Commissioners General Practices Policy Manual

A motion was made by Commissioner Newton that the Park Board of Commissioners approve the Board of Commissioners General Practices Policy Manual as presented and that all other policies or parts of policies in conflict with this policy are hereby repealed. Seconded by Commissioner Ayres. Commissioner Hurtado asked if section 5.4 would withstand a legal challenge. Attorney Campbell said an ordinance would need to be passed and would withstand a legal challenge. Commissioner Hurtado asked if acceptance of personal gifts were addressed in the proposed manual. Commissioner Ludemann said in the past the Board referred to and followed the Gift Ban Act and it is mentioned on page 7. Commissioner Hurtado said he would like to add language to the manual that states the Board must comply with provisions of the Gift Ban Act and Prohibited Political Activities as stated and amended. A motion was made by Commissioner Hurtado for additional language to be added in Section 3.1.1 Ethics and Conduct that the Board must comply with provisions of the Gift Ban Act and Prohibited Political Activities as stated and amended. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-No, Kazmark-Yes, Newton-No, Poling-Yes, Ludemann-Yes. Motion Carried. Commissioner Ludemann stated a motion was made by Commissioner Newton that the Park Board of Commissioners approve the Board of Commissioners General Practices Policy Manual as presented and that all other policies or parts of policies in conflict with this policy are hereby repealed and seconded by Commissioner Ayres. Roll Call: Newton-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Poling-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

D. John Deere #318E Skid Steer

A motion was made by Commissioner Hurtado that the Park Board of Commissioners authorize the purchase of one new John Deere Skid Steer Model #318E through Shorewood Home and Auto using the National Joint Powers Alliance Program for a price of \$30,342.65. Seconded by Commissioner Newton. Commissioner Steinys expressed concern with the cost of the skid steer and that we could be purchasing an outdated item. Roll Call: Hurtado-No, Newton-Yes, Ayres-Yes, Kazmark-Yes, Poling-Yes, Steinys-No, Ludemann-Yes. Motion Carried.

OLD BUSINESS

A. Noxious Weeds

Director Rooks-Lopez presented the District's plan for noxious weed

NEW BUSINESS

A. Corporate and Recreation Fund Presentation

Executive Director Capalbo and the management team presented a draft of the corporate and recreation fund details for fiscal year 2016 to the board. The budget is tentatively scheduled for approval at the January, 2016 regular meeting.

B. Post-Issuance Tax Compliance Report

Executive Director Capalbo told the Board that as part of the District's Bond Record-Keeping Policy adopted in January 2015 a post-issuance tax compliance report regarding the District's tax advantaged obligations was included in the packet and would be entered into the records of the District.

C. Closed Session Minutes

A motion was made by Commissioner Poling that the Park Board of Commissioners approve the October 14, 2015 closed session minutes. Seconded by Ayres. Roll Call: Poling-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

BOARD INITIATIVES

There were no Board Initiatives.

COMMISSIONER COMMENTS

- Commissioner Poling thanked Manager Whalen and her staff for the wonderful things that they do.
- Commissioner Ludemann thanked the veterans and thanked the staff for their presentations.

SEEKING A MOTION TO GO INTO EXECUTIVE SESSION

A motion was made by Commissioner Hurtado that the Park Board of Commissioners go into executive session at 7:45 pm 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)(5) the purchase or lease of real property for the use of the public body to reconvene. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

SEEKING A MOTION TO RECONVENE IN OPEN SESSION

A motion was made by Commissioner Newton that the Park Board of Commissioners reconvene in open session at 8:17 pm. Seconded by Commissioner Ayres. Roll Call: Newton-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Poling-Yes, Steinys-Yes, Ludemann-Yes. Motion Carried.

ACTION FOR ITEMS IN EXECUTIVE SESSION

No action was taken.

ADJOURN

A motion was made by Commissioner Steinys that the Park Board of Commissioners adjourn the meeting at 8:18 pm. Seconded by Poling. Ayes-7 Nays-0

Respectfully Submitted,



Wendi Calabrese, Secretary