

**MINUTES OF THE MAY 13, 2015
PARK BOARD OF COMMISSIONERS MEETING**

CALL TO ORDER/ PLEDGE / ROLL CALL

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

There were approximately 15 people in attendance.

Commissioner Silosky led the pledge.

Board Members Present: Ayres, Ludemann, Newton, Poling, 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

INSTALLATION OF NEWLY ELECTED COMMISSIONERS

Secretary Wendi Calabrese administered the Oath of Office to Mary Kay Ludemann, Larry Newton, Ridgley Ann "Mimi" Poling and Rob Ayres.

ROLL CALL

Board Members Present: Ayres, Ludemann, Newton, Poling, Silosky, Steinys Absent: Hurtado

ELECTION OF BOARD OFFICERS

A. President

A motion was made by Commissioner Silosky that the Park Board of Commissioners appoint Mary Kay Ludemann as President. Seconded by Commissioner Poling. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Present. Motion Carried.

B. Vice-President

A motion was made by Commissioner Silosky that the Park Board of Commissioners appoint Larry Newton as Vice-President. Seconded by Commissioner Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Present. Motion Carried.

APPOINTMENTS

A. Board Secretary

A motion was made by Commissioner Poling that the Park Board of Commissioners appoint Wendi Calabrese as Secretary. Seconded by Commissioner Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

B. Board Treasurer

A motion was made by Commissioner Ayres that the Park Board of Commissioners appoint Maureen Nugent as Treasurer. Seconded by Commissioner Silosky. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

C. Park District Attorney

A motion was made by Commissioner Newton that the Park Board of Commissioners appoint Kavanagh, Grumley & Gorbald, LLC as the District's law firm. Seconded by Commissioner Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-No. Motion Carried.

D. Official Newspaper for Park District Publications

A motion was made by Commissioner Silosky that the Park Board of Commissioners appoint The Enterprise as the District's primary newspaper for Park District publications. Seconded by Commissioner Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-No. Motion Carried.

E. Secondary Newspaper for Park District Publications

A motion was made by Commissioner Newton that the Park Board of Commissioners appoint The Herald News as the District's secondary newspaper for Park District publications. Seconded by Commissioner Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Commissioner Poling asked that in her comment under commissioner comments at the April 8, 2015 meeting the word purchase be changed to acquire. Secretary Calabrese confirmed that she checked the recording from the April 8, 2015 meeting and that Commissioner Poling did say acquire, not purchase. A motion was made by Newton that the Park Board of Commissioners approve the amended consent agenda which included amended minutes of the April 8, 2015 Park Board of Commissioners meeting; interim check numbers 91947-92082 totaling \$413,311.58 with check numbers 91977, 92011, 92025, 92026, 92031, 92032, 92033, 92038, 92071 totaling \$0.00 voided with direct deposits totaling \$110,058.78; bills and claims check numbers 92083-92118 totaling \$373,163.03 with check numbers 92092, 92115, 92116, 92141, 92150, 92151, 92155, 92156, 92160, 92161, 92162, 92163, 92164, 92165, 92166, 9167, 92168, 92188, 92199, 92213 totaling \$0.00 voided; and the treasurer's report March, 2015. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

STAFF REPORTSA. Executive Director

- The Mayfair Park project is underway and the park dedication could take place in late June or early July.
- Reminded the commissioners to let him know if they would like to attend the IAPD Boot Camp in Lemont and is strongly encouraging new commissioners to attend.
- Great Adventures is holding their graduation ceremony Friday evening at 7:00 pm at Settlers' Park.
- The dance recital was very impressive and he had the chance to work backstage. Cindy Offerman, Dance Supervisor and the dance staff did a great job of organizing the recital.
- The District reached out to the Clearwater Springs HOA by attending their meeting to get some of their concerns. The Executive Director said we are looking at the possibilities of installing a light at the park.
- The District was approached by Marco's Pizza at the end of last week to possibly run concessions at the Ottawa Street Pool. The Executive Director stated that typically an RFP would be done and was looking for Board direction on whether or not to move ahead with Marco's Pizza. The Board discussed the idea and the consensus was for staff to prepare and post an RFP for concessions and to move forward once the proposals are received.

1) Delphi Committee Presentation

Michelle Kelly and Greg Bott, Co-Chairs of the Delphi Committee presented the committee's report and recommendations to the board. Topics covered by the report were parks and facilities, recreation, administration and trust. Marcy DeMauro, Delphi Committee member & Will County Forest Preserve District Director, congratulated staff on doing a great job of bringing together leaders of the community who were able to have honest discussions and thanked the executive director for the opportunity to be a part of the committee. The Board and Committee members discussed the Committee vision and recommendations. The Executive Director thanked the Co-Chairs, and Committee members Marcy DeMauro and Jim Watts for attending the meeting.

2) Master Plan 2016-2020 Update

Tod Stanton, Design Perspectives presented an overview and update of the master plan process to the Board. The Board discussed the survey findings and different ways data could be reported with Mr. Stanton. A special meeting will be held on June 24, 2015 to meet with Design Perspectives and Green Play for the park analysis aspect of the master plan update.

COMMITTEE REPORTSA. Capital & Development

No report.

B. Finance & Liability1) Corporate and Recreation Budget Draft Presentation

Commissioner Ayres reported the Finance & Liability Committee met with the Executive Director, Director of Finance, Director of Recreation, and Accountant, and they were very informative. The Committee discussed the FY 2015 A budget and liability insurance renewal that is coming due. The Executive Director presented a draft of the corporate and recreation funds to the Board and stated that the remainder of the budget will be presented in June so it could be considered for approval in July.

2) Property and Liability Insurance Renewal

The Executive Director asked the Board for direction on how they would like to proceed with the renewal. The Board discussed options consensus was to continue with IPARKS coverage because of the limited options and place the item on the June agenda.

C. Personnel & Policy

Commissioner Poling stated the Committee met and are presenting the Facility and Shelter Rental Policy and Capital Asset Policy tonight.

D. Recreation & Marketing

No report.

E. Governance & Accountability

No report.

ACTION ITEMSA. Seeking a Motion to Approve the Facility and Shelter Rental Policy

A motion was made by Commissioner Poling that the Park Board of Commissioners approve the Facility and Shelter Rental Policy permitting legal revision. Seconded by Commissioner Ayres. Commissioner Steinys questioned if the proposed policy covered concession stands. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Said that he still had more questions. Commissioner Steinys questioned why shelter rentals were not allowed year round. The Executive Director stated that we are following past practice with the rental dates and that the shelters are available for use year round but restroom facilities are closed during the winter months since they are not heated. A motion was made by Commissioner Steinys that the Park Board of Commissioners amend the policy to rentals year round. The motion failed due to lack of a second. Roll Call on the original motion: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-No. Motion Carried.

B. Seeking a Motion to Approve the Purchase of a Vermeer BC-15" Brush Chipper with Tier 4i Engine

A motion was made by Commissioner Silosky that the Park Board of Commissioners approve the purchase of a Vermeer BC-15" Brush Chipper with Tier 4i engine. Seconded by Ayres. Commissioner Newton asked what the expected life span is for a chipper. The Director of Parks said that he hasn't seen a life cycle stated for a chipper because it depends on its use. Our chipper has been in service for 23 years and well beyond its life cycle. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

C. Seeking a Motion to Approve the Capital Asset Policy

A motion was made by Commissioner Poling that the Park Board of Commissioners approve the purchase of the Capital Asset Policy as presented. Seconded by Commissioner Newton. Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-No. Motion Carried.

D. Seeking a Motion to Approve Resolution 2015-05 (A Resolution Authorizing the Acceptance of Certain Parcels of Land)

A motion was made by Commissioner Newton that the Park Board of Commissioners approve Resolution 2015-05. Seconded by Ayres. Commissioner Steinys questioned what plans we have for the parcels we are accepting. The Executive Director said that there currently isn't a plan but the parcels could be used for a multi-use path in the future. Commissioner Steinys said he didn't see how this would benefit the community. Commissioner Newton said he was approached by a few Lions Club members about putting a shelter on the parcels. The Executive Director said he is a Lions Club member and can bring the subject up at a meeting. The Board discussed the locations of the parcels and potential uses for them. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-No. Motion Carried.

OLD BUSINESS

A. Composting

The Board discussed and reviewed the feasibility of composting horse manure from the equestrian center. After discussion, the consensus was to not pursue composting horse manure but to work towards establishing a Green Policy.

NEW BUSINESS

A. Committee Appointments

President Ludemann stated that for now the committee appointments will remain as is except for the Governance and Accountability Committee where Commissioner Silosky will be replaced by the new Vice-President, Commissioner Newton.

BOARD INITIATIVES

- RFP for Concessions at Ottawa Street Pool

COMMISSIONER COMMENTS

- Commissioner Ayres said the he has noticed more ads and program information on the Plainfield Patch which is great and they are being done very well.
- Commissioner Newton recognized the work of the Delphi Committee, thanked the residents for their input on the surveys and recognized the NTEC Competition Team and their awards.
- Commissioner Poling said she attended the IAPD Legislative Conference a few weeks ago and is thankful she had the opportunity and to learn more about the legislative process and how it affects the District.
- Commissioner Steinys said that in the future he hopes there will be better support of our events and for fundraising for a recreation facility for residents. Commissioner Steinys shared an article with a cultural event idea with the Recreation Committee chairperson.
- Commissioner Silosky congratulated the newly elected commissioners and President and Vice-President on their appointments. Commissioner Silosky thanked the Delphi Committee, interim Executive Director Rich Grodsky who helped us along the way, Executive Director Carlo Capalbo and all the employees of the Park District for their professionalism and team work. Commissioner Silosky stated that due to an increased involvement in her family business and other increased responsibilities, she submitted a letter of resignation to the Board President which will be effective Thursday.
- President Ludemann added that Commissioner Silosky was wonderful to stick around and help right the ship and appreciates it very much. President Ludemann thanked the Delphi Committee and staff for the work on the master plan, and commented on a nice article in the Herald News on the Healthy Minds Healthy Bodies program.
- President Ludemann commended the Director of Finance and Human Resources and the finance team for being awarded the Government Finance Officer Achievement in Reporting award.

EXECUTIVE SESSION

A motion was made by Commissioner Newton at 8:24 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)(21) discussion of minutes of meeting lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 to reconvene. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Silosky-Yes, Steinys-Yes. Motion Carried.

Commissioner Silosky left the meeting at 8:24 pm.

RECONVENE IN OPEN SESSION

A motion was made by Commissioner Poling that the Park Board of Commissioners reconvene in open session at 8:45 pm. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Steinys-Yes. Motion Carried.

ACTION FOR ITEMS DISCUSSED IN EXECUTIVE SESSION

A. Seeking a Motion to Approve the December 10, 2014 Executive Session Minutes

A motion was made by Commissioner Newton that the Park Board of Commissioners approve the December 10, 2014 executive session minutes. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Steinys-Yes. Motion Carried.

B. Seeking a Motion to Approve the January 14, 2015 Executive Session Minutes

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

C. Seeking a Motion to Approve the February 11, 2015 Executive Session Minutes

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve the February 11, 2015 executive session minutes. Seconded by Newton. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Steinys-Yes. Motion Carried.

D. Seeking a Motion to Approve the April 8, 2015 Executive Session Minutes

A motion was made by Commissioner Newton that the Park Board of Commissioners approve the April 8, 2015 executive session minutes. Seconded by Ayres. Roll Call: Ayres-Yes, Ludemann-Yes, Newton-Yes, Poling-Yes, Steinys-Yes. Motion Carried.

The Board discussed how the vacancy would be filled. Application packets will be prepared and available for pick up at the Rec/Admin Center with a due date of Monday, June 8 at noon. President Ludemann will review the returned applications and tentatively plan for interviews during the June 10 regular meeting.

ADJOURN

A motion was made by Commissioner Ayres to adjourn the meeting at 8:55 pm. Seconded by Steinys. Ayes-5 Nays-0

Respectfully Submitted,



Wendi Calabrese, Secretary