

**MAY 11, 2016 PLAINFIELD TOWNSHIP PARK DISTRICT
PARK BOARD OF COMMISSIONERS MEETING MINUTES**

The regular monthly meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Wednesday, May 11, 2016 at the Plainfield Township Community Center, 15014 S. Des Plaines Street, Plainfield

CALL TO ORDER / ROLL CALL / PLEDGE

President Ludemann called the meeting to order at 6:10 pm with the following members present: Ayres, Hurtado, Newton, Poling, Ludemann
Absent: Kazmark, Steinys

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

There were 6 members of the public in attendance.

Commissioner Ayres led the pledge to the flag.

ELECTION OF BOARD OFFICERS

A. President

Commissioner Hurtado nominated Commissioner Poling for President. Commissioner Poling declined the nomination. A motion was made by Commissioner Hurtado to nominate Commissioner Ludemann for President. Seconded by Commissioner Poling. Commissioner Ludemann accepted the nomination. There were no other nominations. A motion was made by Commissioner Hurtado to elect Commissioner Ludemann as President. Seconded by Commissioner Poling. Roll Call: Hurtado-Yes, Poling-Yes, Ayres-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

B. Vice-President

Commissioner Hurtado nominated Commissioner Newton for Vice-President. Commissioner Newton declined the nomination. A motion was made by Commissioner Ayres to elect Commissioner Poling as Vice-President. Seconded by Commissioner Hurtado. Roll Call: Ayres-Yes, Hurtado-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

V. Appointments

A. Board Secretary

A motion was made by Commissioner Poling to appoint Wendi Calabrese as Secretary. Seconded by Commissioner Ayres. Roll Call: Poling-Yes, Ayres-Yes, Hurtado-Yes, Newton-Yes, Ludemann-Yes. Motion Carried.

B. Board Treasurer

A motion was made by Commissioner Ayres to appoint Maureen Nugent as Treasurer. Seconded by Commissioner Newton. Roll Call: Ayres-Yes, Newton-Yes, Hurtado-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

C. Park District Attorney

A motion was made by Commissioner Poling to appoint Kavanagh, Grumley and Gorbald, LLC as the Park District's general counsel. Seconded by Commissioner Newton. Roll Call: Poling-Yes, Newton-Yes, Ayres-Yes, Hurtado-Yes, Ludemann-Yes. Motion Carried.

D. Official Newspaper for the Park District Publications

A motion was made by Commissioner Hurtado to appoint the Enterprise as the official newspaper for the Park District publications. Seconded by Commissioner Ayres. Roll Call: Hurtado-Yes, Ayres-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

E. Secondary Newspaper for the Park District Publications

A motion was made by Commissioner Hurtado to appoint the Herald News as the secondary newspaper for the Park District publications. Seconded by Commissioner Ayres. Roll Call: Hurtado-Yes, Ayres-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

Executive Director Capalbo said that at this point the Governance and Accountability Committee is Commissioner Ludemann and Commissioner Poling and asked the Commissioners to let the president know if they are interested in a specific committee so that the appointments can be made next month.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve the consent agenda which included minutes of the April 13, 2016 Park Board of Commissioners regular meeting; minutes of the April 20, 2016 Park Board of Commissioners workshop; interim check numbers 94422-94490 totaling \$246,749.43 with check numbers 94440 & 94481 totaling \$0.00 voided with direct deposits totaling \$175,494.71; bills and claims check numbers 94491-94570 totaling \$231,1489.37 with check numbers 94499, 94500, 94501, 94502, 94503, 94504, 94505, 94506, 94507, 94508, 94509, 94510, 94511, 94512, 94522, & 94523 totaling \$0.00 voided; and the Treasurer's report March, 2016. Seconded by Commissioner Ayres. Roll Call: Hurtado-Yes, Ayres-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

- The dance recital had over 1400 attendees over the 2 shows at the Rialto this past weekend. The recreation department and Supervisor Offerman who runs the dance program did a great job.
- Seasonal training for summer staff has begun and 2 new guest services team members have been hired, Heather Caldwell and Leslie Havel.
- The Ottawa Street Pool is opening on May 28 and is being filled now. The pool was painted this year except for the lane lines because of the weather. The lanes lines will be painted in the fall after the pool closes.
- Attended a meeting with Director Rooks-Lopez, the Village of Plainfield, V3 Construction and IDOT regarding the I-55 interchange at Route 126 and also at Lockport/Airport Road as well as a CAG meeting regarding the same project. Executive Director said he and Director Rooks-Lopez have expressed concern some of the plans and how they would affect Four Seasons Park.
- Had a meeting with Director Nugent and Steve Larson from Ehlers and Associates to talk about referendum and funds that could be acquired. A timeline for a referendum was distributed to the Board. Executive Director said that he would like to have the Board form an ad hoc referendum committee and appointments made at the next meeting. Commissioners Newton and Ayres expressed interest in serving on the committee.
- The DuPage River Trail pedestrian bridge construction should start next week and a construction schedule was distributed. Executive Director Capalbo asked the Board if they would like to hold a groundbreaking ceremony. The consensus was to hold a ground breaking and it will tentatively be scheduled for May 21.
- Bill McAdam, Executive Director Downers Grove Park District is going to be our mentor through the Distinguished Agency Accreditation process.

- Executive Director Capalbo informed the Board that we have been receiving complaints about dandelions in the parks and wanted to make them aware that we don't treat the dandelions but this year we did use a pre-emergent on the sports fields and some of our higher profile community parks.
- Next month we will have a formal resolution on the agenda for renaming Renwick Park and can select a date for the dedication.

B. Director of Recreation

1. Basketball Presentation

Recreation Manager Dunfee presented statistics from this year's basketball program, program highlights and changes planned for the program next year.

COMMITTEE COMMENTS

There were no committee comments.

ACTION ITEMS

A. Employee Policy Manual

A motion was made by Commissioner Poling that the Park Board of Commissioners approve the Plainfield Township Park District Employee 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 Poling said she appreciates the time put in by staff and the committee on the policy manual and thanked the staff for the time and effort. Commissioner Hurtado stated that he would like to have the nepotism policy section changed so that it remains the same as in the current manual where the Board would have to approve any hiring of relatives. After some discussion a motion was made by Commissioner Hurtado to approve the Plainfield Township Park District Employee Policy Manual with an amendment to the Nepotism section which would revert to the current policy which requires Board approval for hiring relatives. Seconded by Commissioner Poling. Roll Call: Hurtado-Yes, Poling-Yes, Ayres-No, Newton-No, Ludemann-No. Motion Failed. There was no further discussion. Roll Call: Poling-Yes, Ayres-Yes, Hurtado-No, Newton-Yes, Ludemann-Yes. Motion Carried.

B. Grand Prairie Park Bid

A motion was made by Commissioner Hurtado that the Park Board of Commissioners award the base bid to D & J Landscape, Inc. for \$58,502.07 and approve the Director of Parks and Planning to execute the appropriate agreements. Seconded by Commissioner Ayres. Roll Call: Hurtado-Yes, Ayres-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

C. Walkers Grove Park Bid

A motion was made by Commissioner Hurtado that the Park Board of Commissioners award the base bid to E Hoffman Inc., for \$211,862.00 and approve the Director of Parks and Planning to execute the appropriate agreements. Seconded by Commissioner Newton. Roll Call: Hurtado-Yes, Newton-Yes, Ayres-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

D. Resolution 2016-03 Grant of Easement to Nicor Gas Company

A motion was made by Commissioner Poling that the Park Board of Commissioners approve Resolution 2016-03 regarding the execution of Nicor Gas Company Easement Agreement subject to attorney review and modifications. Seconded by Commissioner Hurtado. Roll Call: Poling-Yes, Hurtado-Yes, Ayres-Abstain, Newton-Yes, Ludemann-Yes. Motion Carried.

OLD BUSINESS

A. Facility Feasibility Study

Tod Stanton, Design Perspectives presented the Board with options that could be available for recreation and aquatic facilities. The Board performed an exercise to design a recreation facility and aquatic facility so that a list could be created with priorities for planning for those potential facilities.

NEW BUSINESS

A. Closed Session Minutes

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve the April 13, 2016 closed session minutes and that they remain closed. Seconded by Commissioner Ayres. Roll Call: Hurtado-Yes, Ayres-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

BOARD INITIATIVES

There were no initiatives.

COMMISSIONER COMMENTS

- Commissioner Ayres thanked Manager Dunfee for sharing the basketball program information.
- Commissioner Newton said that if there is going to be mitigation with the I-55 interchange at Lockport Street, the mitigation should be on our property.
- Commissioner Poling said that she attended the Legislative Conference in Springfield last week and that she has a lot of concerns that the State is not functioning and how it affects our Park District.
- President Ludemann thanked everyone for stepping up to be on committees and for vote of confidence for her to remain as president. President Ludemann said the reports this evening were great and reminded everyone about the Pet Expo sponsored by Senator Bertino-Tarrant this weekend at Clow Stephens Park.

SEEKING A MOTION TO ADJOURN

A motion was made by Commissioner Hurtado that the Park Board of Commissioners adjourn the meeting at 8:15 pm. Seconded by Commissioner Poling.

Ayes – 5

Nays – 0

The meeting was adjourned at 8:15 pm.

Respectfully Submitted,



Wendi Calabrese

Secretary