

**MINUTES OF THE MARCH 8, 2017  
PARK BOARD OF COMMISSIONERS REGULAR MEETING**

The regular monthly meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Wednesday, March 8, 2017 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 6:08 pm with the following members present: Ayres, Kazmark, Poling, Steinys, Ludemann  
Absent: Hurtado, Newton

Staff present: Carlo Capalbo, Executive Director; Wendi Calabrese, Executive Assistant/Secretary; Jennifer Rooks-Lopez, Director of Parks & Planning; & Cheryl Crisman, Director of Recreation; Paul Pluth, Accountant  
Also present: Matt Campbell, Attorney

There were 10 members of the public in attendance. Commissioner Steinys led the pledge to the flag.

PUBLIC COMMENTS

Bill Thoman stated that he hoped plans for the new recreation center included solar panels on the roof because there is value to going green.

CONSENT AGENDA

A motion was made by Commissioner Steinys that the Park Board of Commissioners approve the consent agenda which included minutes of the February 8, 2017 Board of Commissioners regular meeting minutes; interim check numbers 96292-96328 totaling \$109,863.13 with check numbers 96304 & 96324 totaling \$0.00 voided with direct deposits totaling \$114,324.38; bills and claims check numbers 96329-963836 totaling \$101,145.77 with check numbers 96330, 96331, 96332, 96333, 96334, 96360, 96361, 96362, 96363, 96364, 96365, 96366, 96367, 96368, 96369, 96370 & 963714 totaling \$0.00 voided; and the January 2017 Treasurer's Report. Seconded by Commissioner Ayres. Roll Call: Steinys-Yes, Ayres-Yes, Kazmark-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

Executive Director Capalbo updated the Board on the Front Line Dance competition team; Great Adventures enrollment; parks projects and audit status. Executive Director Capalbo said that staff and Commissioner Poling met with our Distinguished Accreditation mentor this week and are looking at dates in June for a mock review. Executive Director Capalbo reminded the Board to either mail their statement of economic interests or bring them to the next meeting and to let him or Assistant Calabrese know if they would like to attend the legislative conference by the end of the month so the expenses can be approved at the next meeting per the travel policy. Executive Director Capalbo informed the Board that the School District has implemented a fee structure and staff is working on how it will impact our programs and how to best inform the public.

1. Architectural Services Presentations

The architecture firms of Dewberry, FGM and Wight gave presentations to the Board.

2. Construction Management Services Presentations

The construction management firms of Wight, Gilbane and Corporate Construction gave presentations to the Board.

The Board held a brief discussion of the presentations. President Ludemann asked the Board to return their rankings to Assistant Calabrese by noon on Monday, March 11. Executive Director Capalbo said if there are any questions to contact him or Director Rooks-Lopez.

## COMMITTEE COMMENTS

### Personnel & Policy Committee

Commissioner Kazmark informed the Board that the committee met to complete review of the Administrative Manual and will begin reviewing the Park Code Ordinances.

## ACTION ITEMS

### A. 2017 Patriotic Picnic Fireworks

A motion was made by Commissioner Steinys that the Park Board of Commissioners award the fireworks contract for July 3, 2017-2019, on an annual renewable basis, in the amount of \$17,000.00 per year to SkyMagic Pyrotechnics and authorize the Director of Recreation to execute the contract after attorney review and revision. Seconded by Commissioner Ayres. Roll Call: Steinys-Yes, Ayres-Yes, Kazmark-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

### B. Planning On Call Services Contract

A motion was made by Commissioner Ayres that the Park Board of Commissioners award the proposal to Design Perspectives for \$28,500.00 and approve the Director of Parks and Planning to execute the appropriate agreements pending attorney review and revision. Seconded by Commissioner Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Kazmark-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

## OLD BUSINESS

There was no old business.

## NEW BUSINESS

There was no new business.

## BOARD INITIATIVES

There were none.

## COMMISSIONER COMMENTS

- Commissioner Ayres thanked the Executive Director and staff for conducting the architect and construction manager interviews and making the preparations for the evenings presentations.
- Commissioner Steinys said good night.
- Commissioner Ludemann thanked the Executive Director and staff for conducting the architect and construction manager interviews and making the preparations for the evenings presentations.

## EXECUTIVE SESSION

There was no executive session.

## ADJOURN

A motion was made by Commissioner Steinys to adjourn the meeting at 9:40 p.m. Seconded by Commissioner Ayres.

Ayes – 5 Nays – 0

The meeting was adjourned at 9:40 pm.

Respectfully Submitted,



Wendi Calabrese, Secretary