

**SEPTEMBER 13, 2017 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, September 13, 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 6:00 pm with the following members present: Ayres, Hosford, Poling, Kazmark, Steinys, Thoman, Ludemann

Absent: None

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

There were 5 members of the public in attendance.

Commissioner Steinys led the pledge to the flag.

PUBLIC COMMENTS

- Mike Benahis from the Clearwater Springs subdivision expressed concern that our master plan shows that their playground will be removed. Executive Director Capalbo stated that during the master plan process we looked at removing some playgrounds within certain proximity of each other. Executive Director Capalbo said the project isn't scheduled until 2020 and the Board would have to review and approve any changes at that time.
- James Lawson from the Clearwater Springs subdivision expressed concern about the potential removal of their playground. Commissioner Thoman thanked the residents for coming to the meeting and sharing their thoughts.

CONSENT AGENDA

A motion was made by Commissioner Steinys that the Park Board of Commissioners approve the consent agenda which included minutes of the July 12, 2017 Park Board of Commissioners regular meeting; bills and claims check numbers 96957-97026 totaling \$176,255.86 and bank draft numbers 192-214 totaling \$38,869.26; interim check numbers 96938-96956 totaling \$7,125.74 with check numbers 96789 & 96898 totaling \$0.00 voided; interim draft numbers 096-165 totaling \$123,362.82; with direct deposits totaling \$154,112.39; and the Treasurer's report June 2017. Seconded by Commissioner Ayres  
Roll Call: Steinys-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Motion Carried.

STAFF REPORTS

A. Executive Director

- Executive Director Capalbo gave an overview of what has been taking place with the recreation center development since the last meeting. Executive Director Capalbo said that approximately 45 people attended the preview night for the recreation center. The Board discussed the colors chosen and would still like to look at some other options. Executive Director Capalbo said we were approved to go for the full Net Zero grant and should have an answer by the end of October. The groundbreaking will be held on October 14 in the morning, and construction is scheduled to begin October 16.
- Community Appreciation Celebration is on Saturday, September 23. There is a sign-up sheet available for commissioners who would like to assist at one of the stations.
- Our Distinguished Agency Accreditation review is scheduled for October 4 and it will be an all-day process.
- Some commissioners have expressed interest in a park tour and we would like to schedule a date by the end of the month.

## Department Directors

- Director Nugent informed the Board that the District's bond rating has been upgraded from AA to AA+. Staff is working on the budget for next year.
- Director Rooks-Lopez updated the Board on the status of the Village Green, Kendall Ridge and Nature's Crossing park projects. Director Rooks-Lopez informed the Board that she has called her contact at the Army Corps of Engineers and they are looking for documentation that was referenced in the park agreement and should hear something from them next week.
- Director Crisman said that LCSRA is selling their Carson's Community Day coupons again. On Friday the 13<sup>th</sup>, the movie Friday the 13<sup>th</sup> movie will be shown at the Eaton Preserve. There will be a scarecrow decorating contest at the Family Fun Fest on October 14.

### B. Director of Recreation

#### 1. Day Camp

Manager Anderson presented enrollment and financial statistics from Day Camp 2017, program, highlights and changes planned for next year.

#### 2. Community Outreach

Manager Bartlett presented enrollment and statistics for 2017 Games on the Go, financial information from the Patriotic Picnic, highlights from other outreach programs and changes planned for next year.

## COMMITTEE COMMENTS

### A. Finance & Liability Committee

Commissioner Ayres said that the committee and staff discussed the bond sale and because the special use permit for the recreation center has not been approved, the bond sale was postponed from today until a date in October.

### B. Recreation and Marketing

Commissioner Kazmark said the committee met to review the new website and were presented with enrollment figures and program statistics.

## ACTION ITEMS

### A. Resolution 2017-02 Bond Proceed Reimbursement

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve Resolution 2017-02, a resolution expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of an obligation to be issued by the Park District. Seconded by Commissioner Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

### B. Auditing Services

A motion was made by Commissioner Steinys that the Park Board of Commissioners engage Lauterbach & Amen LLP to provide auditing services for the District for fiscal year end December 31, 2017; December 31, 2018, and December 31, 2019. Seconded by Commissioner Ayres. Roll Call: Steinys-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

### C. Check Signatures

A motion was made by Commissioner Steinys that the Park Board of Commissioners approve the use of electronic signatures on all park district checks. Seconded by Commissioner Ayres. Roll Call: Steinys-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Poling-Abstain, Thoman-Yes, Ludemann-Yes. Motion Carried.

D. Resolution Number 2017-03

A motion was made by Commissioner Steinys that the Park Board of Commissioners approve and execute Resolution 2017-03 officially renaming Golden Meadow Park to Gene Coldwater Park after retired employee Gene Coldwater. Seconded by Commissioner Hosford. Roll Call: Steinys-Yes, Hosford-Yes, Ayres-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

E. Van Horn Woods Playground Renovation

A motion was made by Commissioner Ayres that the Park Board of Commissioners award the base plus Alternates A and B to Innovation Landscape, Inc. for \$181,487.13 and approve the Director of Parks and Planning to execute the appropriate agreements. Seconded by Commissioner Steinys. Roll Call: Ayres-Yes, Steinys-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

OLD BUSINESS

None.

NEW BUSINESSA. Executive Session Minutes August 9, 2017

The Board consensus was to review them in executive session.

BOARD INITIATIVES

- Send dates for a park tour.
- Look into floating islands for ponds.

COMMISSIONER COMMENTS

- Commissioner Ayres thanked staff for their presentations.
- Commissioner Hosford asked if there was an update on Nature's Crossing. Director Rooks-Lopez said that she has been in contact with the Army Corps of Engineers and they are looking for documentation that was referenced in the park agreement and should hear something from them next week.
- Commissioner Kazmark thanked staff for their presentations and for all their hard work this summer.
- Commissioner Poling shared the design for ornaments she is making for her Grinchmas on the Green tree this year. Commissioner Poling shared an idea that she saw for ponds that are floating islands to help prevent the algae growth.
- Commissioner Thoman said he appreciated the Nature's Crossing update and thanked the public for attending the meeting.
- Commissioner Ludemann said this has been a very busy year already with Distinguished Agency, the S & P rating, the new recreation center and that are a lot of good things happening.

EXECUTIVE SESSION

A motion was made by Commissioner Thoman that the Park Board of Commissioners go into executive session at 7:50 pm as permitted under the Open Meetings Act under 5 ILCS 120/2 (c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 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; to reconvene. Seconded by Commissioner Steinys. Roll Call: Thoman-Yes, Steinys-Yes, Ayres-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

RECONVENE

A motion was made by Commissioner Ayres that the Park Board of Commissioners reconvene in open session at 8:15 pm. Seconded by Commissioner Steinys. Ayres-Yes, Steinys-Yes, Hosford-Yes, Kazmark-Yes, Poling-Yes, Thoman-Yes, Ludemann-Yes. Motion Carried.

SEEKING A MOTION TO ADJOURN

A motion was made by Commissioner Ayres that the Park Board of Commissioners adjourn the meeting at 8:16pm. Seconded by Commissioner Steinys.

Ayes – 7            Nays – 0

The meeting was adjourned at 8:16 pm.

Respectfully Submitted,



Wendi Calabrese  
Secretary