

**MINUTES OF THE FEBRUARY 11, 2009
REGULAR BOARD OF COMMISSIONERS MEETING**

The regular monthly meeting of the Board of Commissioners, Plainfield Township Park District, was held on Wednesday, February 11, 2009 at the Recreation/Administration Center, 23729 W. Ottawa Street, Plainfield.

Vice President Primiano called the meeting to order at 6:00 p.m. with the following members present: Brann, Kelly, Primiano

Absent: Wilson, Newton

Staff members present: Bott, Calabrese, Coldwater, Crisman, Kamp, Naughton, Nugent, Steffes

Others present: Mike Schwarz, Jeff Dement, Tom Carstens, Jill Mukushina, Mary Ludemann, Bill Lamb, Steve Larson

Moved by Kelly that the board approve the agenda. Seconded by Brann. Roll Call: Brann-Yes, Kelly-Yes, Primiano-Yes. Motion Carried.

Moved by Kelly that the board approve the consent agenda which included minutes of the January 28, 2009 board of commissioners meeting; bills and claims check numbers 66828-66894 with check numbers 60879 & 66880 voided; and interim check numbers 66699-66827. Seconded by Brann. Roll Call: Brann-Yes, Kelly-Yes, Primiano-Yes. Motion Carried.

PRESENTATION BY RIVERFRONT STEERING COMMITTEE

Jeff Dement and Mike Schwarz from the Village of Plainfield told the board the Village's Plainfield Riverfront Master Plan has been recognized with a Planning and Analysis Honor Award from the Illinois Chapter of the American Society of Landscape Architects. *Commissioner Newton arrived at 6:05 p.m.* Mr. Dement said that although the Park District was not named on the award it should have been and presented the award to the board. Mr. Dement said that the having Park District staff is a great asset and the project could not have been done without them. Mr. Dement thanked Larry Newton, Greg Bott and Cameron Bettin for their involvement with the riverfront steering committee.

STAFF REPORTS

A. Director of Recreation

1. JBSRA Seasonal Update

Jill Mukushina from JBSRA updated the board on programs and enrollment numbers for the past season. Ms. Mukushina shared a power point presentation, a clip from Comcast Sports about one of the participants participating in the Winter Special Olympics in Idaho and the latest newsletter with the board. Commissioner Kelly said she would like the newsletter changed to reflect Plainfield Park District's involvement with JBSRA because the piece as presented doesn't really give the reader any sense that as a Plainfield Park District resident they belong to JBSRA. *Commissioner Wilson arrived at 6:22 p.m.* Ms. Mukushina said they are working on a survey and the Plainfield School District will be conducting a mini-survey with special needs parents during the parent teacher conferences at the end of the month. Tom Carstens said the focus for JBSRA this year is to get out in the community and find out what they are or aren't doing right and to make sure people know about them and what they do.

ACTION ITEMS

A. Consider Ordinance Number 2009-04 (An Ordinance Providing for the Issuance of General Obligation Limited Tax Park Bonds, Series 2009)

Maureen Nugent told the board that Steve Larson from Ehlers and Associates was at the meeting to present the results of the bond sale that took place earlier in the day. Ms. Nugent said that on Monday the District's bond rating was upgraded from an A to AA which is a 3 point increase. Steve Larson presented information regarding the bond sale to the board.

Moved by Wilson that the board approve Ordinance Number 2009-04. Seconded by Primiano. Roll Call: Brann-Yes, Kelly-Yes, Wilson-Yes, Primiano-Yes, Newton-Yes. Motion Carried.

B. Consider Ordinance Number 2009-05 (An Ordinance Authorizing an Escrow Agreement in Connection with the Issuance of General Obligation Limited Tax Park Bonds, Series 2009)

Moved by Wilson that the board approve Ordinance Number 2009-05. Seconded by Brann. Roll Call: Brann-Yes, Kelly-Yes, Wilson-Yes, Primiano-Yes, Newton-Yes. Motion Carried.

STAFF REPORTS

Cheryl Crisman told the board that staff has been working on becoming compliant with the Virginia Graham Baker Act which has to do with drainage in pools. Ms. Crisman said we will need to replace the drain covers on the pool this year or we will not be able to open. Ms. Crisman said staff has researched options and has received a quote from the pool manufacturer in the amount of \$9,500 to have the replacement drains made. Ms. Crisman said staff wanted the board to be aware of the situation and asked if there were any questions. Ms. Crisman asked the board if there were any questions about the 2008 pool financial report that was included in the packet. Commissioner Kelly asked if staff felt with the economy we might break even or turn a profit this year. Executive Director Bott said staff feels we will have a similar year to last year.

B. Business Manager

1. 6 Month Budget Review

Maureen Nugent told the board that the department heads reviewed their respective budget areas and she compiled their findings into a memo which was included in the board packet. Ms. Nugent reviewed the line item overages and those that are currently under budget with the board. Ms. Nugent said she included a memo from IMRF which stated they had a significant decrease in their investment earnings this past year which will affect the employer contribution in the next fiscal year. Ms. Nugent said we are still waiting to see what that increase will be. Commissioner Brann asked why the portable washroom line item is expected to be \$7,000.00 over budget. Cody Kamp said it is because of an increased use of port-o-lets but the District will be reimbursed by the sports groups for that. President Newton said he thought the summary was very good. Commissioner Wilson asked if the number of foreclosed homes that are sitting empty and not paying taxes will have an affect on the budget. Ms. Nugent said it does in a way but fortunately Will County has a high rate of tax collection and once the property is sold the new owner pays the back taxes.

C. All Staff

1. Goals Review

Normantown Trails Equestrian Center

Greg Bott said numbers are down with boarders but staff is implementing some changes which should make the operation more profitable. Mr. Bott said we are going to start offering a dry board option starting next week where the boarder is responsible for caring (feeding, turn out, etc.) for their horse. Mr. Bott said a full service board option will still be available for those who prefer. Cheryl Crisman said a minimum standard of care will be part of the contract and if for some reason the care is not done, park district staff will provide it but the boarder will be charged for the service. Mr. Bott said there have been some staff changes to save costs and are marketing the equestrian center to other park districts for lessons. Cheryl Crisman said she has been meeting with an equine assisted therapy group called Reigns of Change regarding offering their program through the equestrian center and leasing stalls for their horses. Commissioner Wilson asked for a reminder of how the equestrian center is being marketed because a lot of people don't know about it. Cheryl Crisman said Amanda Bergman takes information to different tack stores, feed stores and other locations where people with horses might see them. Ms. Crisman said that Ms. Naughton does a tremendous job of putting information in the school newsletter and papers. Commissioner Brann asked what happened to the idea of the equestrian center having a separate website. Ms. Naughton said staff considered it and there are reservations about making them separate from the park district because they are a part of the park district. Ms. Naughton said staff is discussing ways to expand their presence on the district's website.

Continuing DuPage River Trail Bicycle Trail

Cameron Bettin told the board the DuPage River Trail is moving along and updated the board on the status of the project. Mr. Bettin said staff is looking at a bid letting date in July. Mr. Bettin said staff is working with Three Rivers Church to allow for the construction of the trail and bridge. Mr. Bott said staff hopes to have the lease agreement with Three Rivers Church on the March board meeting agenda.

Planning Renwick Road Recreation Center

Mr. Bettin referred the board to a memo that was included in the board packet and discussed at the last meeting.

Constructing Ridge Road Athletic Complex

Mr. Bettin said the special use permit was approved by Kendall County in September and construction is dependent on the start of the Vista Pointe subdivision by the developer. The board asked staff to come up with a different name for the Ridge Road Athletic Complex since it will not be located on Ridge Road any longer.

Resolving Field Use Agreements

Cheryl Crisman said the tournament and field use agreements were implemented for use on January 1st and things have been going well. Ms. Crisman said staff has been issues as they arise. Ms. Crisman said staff would like to ask the board to consider giving a public statement regarding the purpose and intent of the agreement. Ms. Crisman said there have been questions brought up regarding why a fee was implemented and what the money is being used for. Commissioner Kelly said she agrees that we need a statement that says what the \$5 fee is for and how much we expect to collect each year. Mr. Bott suggested the board clarify the intent and purpose of the agreement through a guest editorial in the paper or to address it in the president's letter in the summer brochure. Commissioner Wilson said he is concerned that some organizations might be charging more than they need to and asked if there is a way that could be regulated by PAAC. Commissioner Brann said PJC is charging an amount that is nonrefundable and asked what happens to that fee that was collected if someone cancels from the program. Mr. Bott said that would be between the registrant and the organization.

Four Seasons Park Contingency Plan

Greg Bott asked for some direction and clarification from the board. Mr. Bott said we need to have a policy statement or Resolution from the board that would be to replace the uses that are being lost not just for the cost of the land being used for the interchange. President Newton said we need to come up with a value for impact to the community when the amenities are lost. Mr. Bott said the other piece to consider once the statement is done is to consider what to do with the remaining land. Commissioner Kelly said we need to be proactive by gathering information to understand what all of our choices are while we are waiting for the project to begin. Cameron Bettin said he thinks the contingency plan should become part of the master plan process. Director Bott said staff would come up with a policy statement by the end of the fiscal year and incorporate the available options for the land into the master plan.

Formalizing an Agreement with Three Rivers Church for a Bridge

Discussed with DuPage River Bicycle Trail.

Language Barrier Issues

Cheryl Crisman said staff addresses language issues in programs when they arise. Ms. Crisman said staff was approached by District 202 to provide afternoon camps in the summer for their ELL students. Ms. Crisman said staff told them the camps would also have to be available to the general public and staff is working out details for the program. Ms. Crisman said staff is researching what other district's have in place for diversity policies and program offerings. Marianne Naughton said staff is reviewing the diversity plan completed by School District 202. Ms. Naughton said the school district offers communications in dual languages but staff does not feel we are ready to do that yet. Ms. Naughton said staff feels it would provide a level of expectation by the user that we can not provide such as being able to register in a different language or be able to take a class in a different language. Commissioner Kelly asked if staff had a feel for a percentage of Spanish speaking residents. Ms. Naughton said she didn't have the numbers available but it was a small percentage. Commissioner Wilson said we need to reach out to the community that does not speak English. Commissioner Kelly said we need to find a way to make people who don't speak English comfortable to come to us. Mr. Bott said he does not think this goal will be accomplished by the end of this year because it is an ongoing process that is being continuously monitored.

SPORTS COUNCIL REPORT

There was no report.

PRESIDENTS REPORT

President Newton said he noticed the work being done at Clow Stephens and is very proud of our AA rating. Mr. Newton said a lot of the sessions he attended at the IAPD Conference were very good and one of the things he took from it was that we have to come up with a better system for new board member orientation.

PUBLIC COMMENTS

Bill Lamb said he found the bond presentation to be very informative and that he would like to see the Park District and Village to continue to work together.

COMMISSIONER COMMENTS

- Commissioner Wilson complimented Greg Bott and Maureen Nugent for the upgrade in the bond rating.
- Commissioner Brann asked if we were going to talk about the concession stands at the next meeting and if the sports groups would be present. Gene Coldwater said no issues were brought up at the last sports council meeting and they know what is needed from them for spring field set up.

ACTION ITEMS

C. Consider Revised 2009 Board of Commissioners Meeting Schedule

Commissioner Wilson said he is concerned that we will be cramming too much into a meeting if we only meet once a month. Commissioner Kelly said if there is a need for an additional meeting it can always be added. Moved by Wilson that the board amend the 2009 Board of Commissioners meeting schedule. Seconded by Kelly. Roll Call: Brann-Yes, Kelly-Yes, Wilson-Yes, Primiano-No, Newton-Yes. Motion Carried.

D. District Legislative Items

President Newton said the list has a lot of outdated items and we should go through it. Greg Bott asked the commissioners if they were receiving the NRPA alerts and if not to let staff know how they would like to receive them. Commissioner Wilson said he likes to have them forwarded to him by staff. President Newton said he would review the list and get back to staff with what to include in future packets.

NEW BUSINESS

Commissioner Kelly said the Eaton Preserve master plan calls for the pump house to be removed and asked staff to look at the report before removing anything. Commissioner Kelly asked Mr. Bettin if the Eaton Preservationists had been kept informed of the projects and their updates. Mr. Bettin said they were included with the master planning process but he has not heard from them in a while. Discussion ensued regarding responsibilities of the staff and those of a volunteer group. Mr. Bott said staff would get information relative to the Eaton Preserve to the group.

ADJOURNMENT

Moved by Wilson that the board adjourn the meeting at 8:55 p.m. Seconded by Primiano. Roll Call: Brann-Yes, Kelly-Yes, Wilson-Yes, Primiano-Yes, Newton-Yes. Motion Carried.

Respectfully Submitted,

Gregory B. Bott, Secretary