

MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE PALATINE PARK DISTRICT, COOK COUNTY, ILLINOIS, HELD IN THE PALATINE TOWNSHIP SENIOR CENTER, IN SAID DISTRICT, AT 505 S. QUENTIN ROAD, PALATINE, ILLINOIS ON AUGUST 22, 2006 AT 7:00 P.M.

These Minutes are not a verbatim record of what was said during the meeting.

CALL TO ORDER @ 7:00P.M.

Commissioners Present

John Cozza, President
Robert Schultz, Vice President
Andrew McPherson, Treasurer

Jennifer Rogers
Susan Gould

Staff Present

Ron Gbur, Executive Director
Debbie Smith, Supt. of Finance & Personnel
Keith Williams, Supt. of Recreation
Raul Zaldivar, Supt. of Revenue Facilities
Pat Moser, Supt. of Parks & Planning
Tina Becke, Asst. Supt. of Finance

Ed Tynczuk, Asst. Supt. of Parks
Donelda Danz, Asst. Supt. of Recreation
Pam Stoltz, Recreation Manager
Deb Owen, Public Information Manager
Bonnie Bennett, Secretary

Citizens and Guests

None

APPROVAL OF AGENDA

Commissioner Gould moved, and Commissioner Schultz seconded, that the Board approve the meeting Agenda. Gbur stated that there has been no update regarding the acquisition of property, therefore that item is removed from Executive Session. By a voice vote, the agenda for the regular meeting of August 22, 2006 was unanimously approved as amended.

AYE: Susan Gould, Jennifer Rogers, Andrew McPherson, Robert Schultz, John Cozza

NAY: None

ABSENT: None

APPROVAL OF MINUTES

Commissioner Gould moved, and Commissioner Rogers seconded, that the Board approve the Minutes of the Regular Meeting of August 8, 2006. Commissioner Gould made a correction under her comments (pg. 6), \$12 million should be \$2 million; Commissioner McPherson noted that under the Executive Director's Report (PG. 5) CCSD 5 should read CCSD 15. Upon a voice vote, the minutes of the prior meeting were unanimously approved as amended.

AYE: Susan Gould, Jennifer Rogers, Robert Schultz, John Cozza
NAY: None
PASS: Andrew McPherson
ABSENT: None

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Parks and Planning Department Report. Updating the Board on the Fidelity West park land donation, Moser presented a plat of the planned development with the pending park land donation outlined; this was not the lot originally offered, but staff likes this parcel more, the elevation is 2½ feet compared with the previous lot's elevation of 7½ feet, plus this site – located at the northeast corner of Dee Lane and Preserve Way - has access. Commissioner McPherson expressed concerns regarding on-street parking; if the streets are private, the residents may not want park users to park there. Moser said that we could put street parking in as a condition of the agreement. Commissioner Schultz said his concern was the assumed responsibility of the adjacent detention area, and Moser said that the developer is turning it over to the homeowners; it will not be the Park District's responsibility.

Addressing his written report, Moser said that house demolition is progressing rather slowly; it took 9½ weeks to get permits, and 5 weeks into razing the Parker property, NiCor still needs to cap the lines. We were able to accommodate a family that has a baby with a rare skin disease by installing a special swing seat at Ashwood Park; as shown in the pictures, the child's skin reacts when it comes in contact with anything - even touching herself - and she cannot be picked up under the arms; the mother sent a very nice letter thanking us.

The Board reviewed the previously distributed Revenue Facilities Report. Zaldivar said that he would respond to questions. Commissioner McPherson said that hot weather and rain are big problems for golf courses, but our rounds for the year look rather flat; are we using our email lists to drum up business during the slow times. Zaldivar said that it is hard during the season to identify slow times, but we have been using it to notify customers of upcoming tournaments; as we get into the off-season – no leagues or permanent tee times – we can identify/advertise slow times. Responding to Commissioner McPherson's questions and comments, Zaldivar said that we can continue trying to emphasize that tee times are available, but it is hard during peak season with high heat indexes and ozone warnings - slow times are not at issue when it is going to be 105 the next day; during the fall months, Monday mornings are a given slow period; pro shop staff does not have access to our email list, but the list of reservations are checked daily; in talking with peers, we are doing better than some others in the area, they say that play has been down the last several years; have done a lot of advertising but not offering incentives at this time; will get rounds up by offering incentives, but it will affect the bottom line.

The Board reviewed the previously distributed Spring 2006 Programs Evaluation Report. Williams highlighted a participant's comment saying that we agree that our front desk staff is very friendly; Spring numbers were where we anticipated them to be, with Fitness numbers growing; the numbers shown do not include affiliate programs or special events; skateboard lessons had good participation, but we still have our challenges, e.g. vandalism and harassment particularly on the parking lot and the Amphitheater; though not the most ideal location, it is the best we have at the moment; Police Department said they are frustrated because they aren't called more, if we don't call they can't help, we shouldn't try to correct the problems ourselves; skate park still great and gets a lot of use. Responding to a question regarding a 'perfect' space, staff said Riemer would be a good location but unsure of it being there by itself, somewhere it is open and

can be supervised easily; when the houses are taken down maybe we can reconsider space closer to Palatine Road; current blacktop surface not ideal either, boarders rather have concrete; would like to pull away from Amphitheater and preschool, kids using the roof and stage big problem, and preschool parents sometimes feel intimidated by the kids.

Addressing the Special Events, Williams highlighted the Hound Egg Hunt saying that staff planned on doing this event again next year; staff is considering a third ‘dog’ special event as the pictures with ‘Bunny’ were very popular. Commissioner Schultz suggested “Dogs with Santa”. Commissioner Rogers noting the Open Gym numbers, asked if we could keep a tally of those using the walking track; maybe once an hour or so, give us an idea of its use. Gbur said that it is probably the most used facility in the Park District. President Cozza thanked Williams and his staff for a great Spring program season.

Gbur said that there were no more Departmental Reports.

RECOGNITION OF CITIZENS

President Cozza noted no one was present to address the Board at this time.

UNFINISHED BUSINESS

There was no unfinished business to come before the Board at this time.

NEW BUSINESS

The Board reviewed a previously distributed Board Summary pertaining to surplus aquatic equipment. Commissioner McPherson moved, and Commissioner Schultz seconded that the Board of Park Commissioners adopt Ordinance #06-11 declaring three 20” Funbrellas surplus and ratifying action taken at the August 8 meeting. President Cozza requested a roll call vote, the result of which follows.

AYE: Susan Gould, Jennifer Rogers, Andrew McPherson, Robert Schultz, John Cozza

NAY: None

ABSENT: None

Motion approved.

The Board reviewed the previously distributed Board Summary pertaining to the annual audit. Commissioner McPherson moved, and Commissioner Gould seconded, that the Board of Park Commissioners accept the audit for the fiscal year ending December 31, 2005. Commissioner McPherson commented that not all large park districts are on a cash basis. Smith responded that going to a ‘modified accrual’ system could be done but would be somewhat involved and auditor would probably charge extra; our bond rating is good, it is not affected by our accounting system; staff will take a look at that type of system and bring more information back to the Board. Responding to Commissioner Gould’s question about contacting those with unclaimed funds, Smith said that it is in the thousands of dollars; staff attempts to contact those with outstanding checks by letter and by phone; after seven years unclaimed funds go to State Treasurer’s office; there are pay checks, refund checks but only a few vendor checks – Palatine Post Office is one; has been better since instituting direct deposit. Commissioner Schultz said some may be embarrassed they lost it, have their supervisors talk with

them; problem also is all the paper work to file for it. Smith said that this is why they try to contact the payees with just a form to sign and return; regarding the ghost payroll, the last checks were just recently picked up - we had to get the supervisors involved. President Cozza requested a roll call vote, the result of which follows.

AYE: Susan Gould, Jennifer Rogers, Andrew McPherson, Robert Schultz, John Cozza

NAY: None

ABSENT: None

Motion approved.

The Board reviewed a previously distributed Board Summary pertaining to 2007 catalogue bids. Commissioner Gould moved, and Commissioner Schultz seconded that the Board of Park Commissioners adopt the bid of HiLiter Graphics in the amount of \$68,824 for the printing of the next four program catalogs. President Cozza requested a roll call vote, the result of which follows.

AYE: Susan Gould, Jennifer Rogers, Andrew McPherson, Robert Schultz, John Cozza

NAY: None

ABSENT: None

Motion approved.

The Board reviewed the previously distributed Monthly Financial Report dated July 2006. President Cozza commented on the healthy Corporate Fund balance.

The Board reviewed a previously distributed list of bills. Commissioner McPherson moved that Warrant #16, in the amount of \$614,441.93, be approved and released for payment. Commissioner Gould seconded the motion. Staff responded to questions pertaining to property tax payments and security service fees. Staff explained our security service needs, the areas they patrolled, and timeframes for specific areas, i.e. FAC and Golf Course; staff would total fees paid to the vendor to see if this service needs to go to bid in the future. President Cozza requested a roll call vote, the result of which follows.

AYE: Susan Gould, Jennifer Rogers, Andrew McPherson, Robert Schultz, John Cozza

NAY: None

ABSENT: None

Motion carried.

Gbur said there was no more new business.

EXECUTIVE DIRECTOR'S REPORT

The Board reviewed the previously distributed Executive Director's Report. Highlighting the third item – baseball age cut-off change - Gbur said that President Cozza helped a lot talking with both groups; PBA did change age cut-off date for 13-year olds, but we have not heard anything regarding a change for 14-year olds.

Pertaining to item five, (upper parking lot gate at Birchwood), Gbur said that in the late summer/early fall when PAFA has practice at Birchwood South they ask us to open the gate to the parking lot, this year they have asked us to extend the timeframe for this and I have approved it; some residents living nearby hope we will take it down one day, others have complained that the gate is always locked, the fact is it allows easier access from the southwest. Discussion ensued about the history and need for use of the lower parking lot and gate, i.e. residents opposed it fearing that it would be a hang-out for kids and their concerns were met by the installation of the gate; large bumper blocks have been installed and lot divided so you couldn't cut through – the blocks are in our way when we need to use it too; as the need is there, it is now to the point that we should keep it open, just a courtesy to nearby residents that we kept it closed; right now this is a staff decision, we heard from the people who oppose it, not those who will benefit from easier access.

The Board reviewed the previously distributed Pending Projects List. Commissioner Schultz asked that an environmental program be added. Referring to number six, President Cozza said that the new bike trail bridge is in, path is 20% excavated. Commissioner Rogers asked about the seven-member park board item, and Commissioner McPherson said that it was at his request because with a 5-member board, the Open Meetings Act denies communication between two commissioners (majority of a quorum). At this time, Gbur stated that legal counsel is presenting a training seminar on September 22 regarding the OMA and FOIA; it would be beneficial to any commissioner who would like to attend.

COMMISSIONERS' COMMENTS

Commissioner Schultz said that he received an email regarding the parking situation at the Community Park entrance; bollards were installed due to the water retention, can't we now make that parking particularly during 4th of July festivities – there is space; put a stripe down the middle, curb stops; right now it is wasted space; driving by you see Community Park jammed, pool season almost over but football has started.

Commissioner Gould said that she stopped out at the Horse Show, Sunday it was winding down but parking was crazy as usual; she also stopped by the football 'tailgating party', there were about two thousand people. Gbur said that it was PAFA's 40th anniversary, a number of past presidents attended. Commissioner Gould said that Sunday was the dedication of the Firefighters Memorial, it was very nice; a lot of retired firefighters and former volunteer firefighters were there, it is a nice looking memorial. Gbur said that Landscape Architect Tynczuk helped with the design.

Commissioner Rogers asked about the smoking ban presently being discussed by the Village Council. Gbur said that he wanted to wait out that situation; Park District's ban on smoking at its facilities has been in effect for a long time. Commissioner Rogers commented that smoking is only allowed at the Golf Course and Clubhouse. Commissioner Schultz stated that no smoking is allowed in the Clubhouse. Gbur said that as far as park areas go, he would like to ban smoking around athletic fields and playgrounds, smoking is banned at the Skate Park and the pools. Williams stated that our policy needs to state what areas we would allow smoking; some park districts have reacted to recent municipal smoking bans by designating smoking areas. Commissioner Schultz commented that some of the lawmakers are unclear on what constitutes 'public area'; the Park District has more restrictive ban now than the Village of Palatine. President Cozza noted that our parks are located in the Village, wouldn't that give them jurisdiction. Gbur said other municipal government agencies have no jurisdiction over park districts. Commissioner McPherson commented that Chicago's ordinance bans smoking within 15 feet of any entranceway; certainly we will have to address this too. Gbur said that President Cozza brought up cigar smoking at the 4th of July event, it is hard to police. Reports were made of smoking by PBA Board members/older players at shelters and during play on the fields; smokers have been know to light up behind the fence to blow smoke at umpires.

President Cozza requested Future Agenda Items; there were none.

EXECUTIVE SESSION

President Cozza requested a motion to close the public portion of the meeting and convene in executive session under Section 2(c)(1) of the Open Meetings Act, discussion of specific personnel. Commissioner Schultz so moved and Commissioner Gould seconded the motion. President Cozza requested a roll call vote, the result of which follows.

AYE: Susan Gould, Jennifer Rogers, Andrew McPherson, Robert Schultz, John Cozza

NAY: None

ABSENT: None

Motion approved at 7:56 p.m.

The Board reconvened in Open Session at 8:13 p.m.

ADDITIONAL NEW BUSINESS

President Cozza stated that the Board had met in Executive Session for the purpose of discussion of the specific personnel. No action would be taken at this time.

ADJOURNMENT

There being no further business to come before the Board on this date, Commissioner Gould moved that the regular meeting be adjourned and commissioners convene to a Goals & Objectives Workshop. Commissioner Schultz seconded the motion, which was unanimously approved by a voice vote at 8:13 p.m.

AYE: Susan Gould, Jennifer Rogers, Andrew McPherson, Robert Schultz, John Cozza

NAY: None

ABSENT: None

Respectfully submitted,
Bonnie Bennett, Secretary

ATTEST:

APPROVED:

/s/ Bonnie M. Bennett
Secretary

/s/ John F. Cozza
President

Next scheduled Park Board meetings: September 12, 2006
September 26, 2006
October 9, 2006 *

* Monday night