

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, 505 S. QUENTIN ROAD, PALATINE, ILLINOIS ON SEPTEMBER 13, 2011 AT 7:00 P.M.

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

---

Call to Order at 7:00 p.m.

Commissioners Present

John Cozza, President

Andrew McPherson

Jennifer Rogers, Treasurer

Susan Gould

Commissioner Absent

Nicholas Sawyer, Vice President

Staff Present

Ron Gbur, Executive Director

Donelda Danz, Asst. Supt. of Recreation

Debbie Smith, Supt. of Finance & Personnel

Cheryl Tynczuk, Landscape Architect

Keith Williams, Supt. of Recreation

Joshua Ludolph, Recreation Manager

Raul Zaldivar, Supt. of Revenue Facilities

Kevin Romejko, Human Resource Manager

Ed Tynczuk, Asst. Supt. of Parks

Trish Feid, Secretary

Tina Becke, Asst. Supt. of Finance

Citizens

Bob Alexander, resident/PHGA

Bob Mathieson, resident/PHGA

Jim Jessogne, resident/PHGA

Joe Hovanec, JHG Benefits

APPROVAL OF AGENDA

Commissioner Gould moved and Commissioner McPherson seconded, that the Board approve the Agenda for the Regular meeting of September 13, 2011. Upon a voice vote, the agenda for the meeting was unanimously approved as submitted.

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

NAY: None

ABSENT: Nicholas Sawyer

APPROVAL OF MINUTES

Commissioner McPherson moved and Commissioner Rogers seconded, that the Board approve the Minutes of the Regular Meeting of August 23, 2011. By a voice vote, the minutes of the prior meeting were approved as submitted.

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

NAY: None

ABSENT: Nicholas Sawyer

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Finance and Personnel Department Report. Topics mentioned: the Equalized Assessed Valuations (EAV) is down 10% which adjusts the tax rate higher as reported from the Cook County Assessor's Office; the experimental use of a new PoS Thin Client Prototype (low-priced device replacing PC with related operating needs) at Eagle Pool this past season was successful and performed without problems at the pool office, therefore this device will be put into operation at all of the park district's pools next season; as a result reducing computers expenses; lastly, summer registration numbers are up from previous years.

The Board reviewed the previously distributed Recreation Department Report. Discussion of the Illinois Park and Recreation Association's Regional Battle of the Bands Competition in which five bands performed, the band who had previously qualified at a Palatine Park District's event placed third at the Illinois State Fair; Feet Fest registration numbers continue to increase and the American Legion's pancake breakfast that followed the Sunday morning family run/walk hosted about fifty people. Responding to a question, Recreation Manager Ludolph said that due to product manufacturing delay, the replacement of the Community Center's indoor track will start at the end of September. Ludolph also mentioned that the park district will launch a new 5K run in spring 2012.

Director Gbur noted there were no other Departmental Reports.

#### RECOGNITION OF CITIZENS

PHGA's liaison Bob Alexander addressed the Board; he thanked Supt. Zaldivar for his help with the annual Palatine Hills Golf Association's Takahashi Classic at Palatine Hills followed by dinner at Birchwood Recreation Center.

#### UNFINISHED BUSINESS

Director Gbur noted there was no unfinished business to be addressed at this time.

#### NEW BUSINESS

The Board reviewed a previously distributed Board Summary pertaining to the baseball fencing bid. Commissioner Rogers moved and Commissioner McPherson seconded, that the Board of Park Commissioners direct staff to issue a purchase order in the amount of \$60,091 to True Link Fence for items 1-4 (Birchwood #1, Hamilton's dugouts, Community Park West field and Sycamore Park) which includes the total of alternates B and alternate E to remove, install and repair fencing at various parks. The bid came in slightly under budget; the Palatine Youth Baseball/Softball Association and the Palatine Baseball/Softball Association will fund the bullpen backstops project for the amount of \$10,555. President Cozza requested a roll call vote on the motion, the result of which follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried.

The Board reviewed a previously distributed Board Summary pertaining to the Group Health Insurance Renewal. Commissioner Rogers moved and Commissioner McPherson seconded, that the Board of Park Commissioners approve the renewal of the park district's group health insurance program with TransAmerica (Munich Re Underwriter) for the twelve month period beginning October 1, 2011, and ending September 30, 2012, said renewal program to be characterized by the detailed information: per Board Summary. Representing the Insurance Committee, Supt. Smith and Kevin Romejko along with Mr. Hovanec of JHG Benefits, informed the Board that the insurance committee spent a lot of time working with their first choice, the United Health Care fully insured proposal, which may have provided a substantial savings but, after much of staff's time spent working with United Health Care, they revoked their offer to the park district; therefore shortening staff's time to work with other options. The renewal of our current insurance plan presented at the meeting tonight does not include the anticipated United Health Care's significant savings, but this proposal will not increase the expense to the taxpayers; this proposal will impact our employees with higher user costs due to the plan's added provisions. Discussion of self insured, fully insured, increases to employees' out-of pocket maximums and office visit co-pay, new emergency room co-pay, new out-of-network deductibles, etc. were reviewed; also, Commissioner McPherson said that he would like to be informed along with the insurance committee during the renewal process possibly having a Park Board

member actively participate in the meetings of selecting options and negotiating the proposal; President Cozza said that the Board would like to also receive quarterly plan usage information of the insurance program, breaking down the expenses, expected costs, revenues, etc., also he agreed that one of the Park Commissioners be involved in some of the insurance committee meetings. The Board understands the time limitation upon the insurance renewal, affirming that prior involvement with the insurance committee and updated information throughout the year will assist when making this decision next year. President Cozza requested a roll call vote on the motion, the result of which follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried.

The Board reviewed a previously distributed Board Summary regarding the Electronic Message Board Sign Policy. Commissioner McPherson moved and Commissioner Gould seconded, that the Board of Park Commissioners adopt the Electronic Message Board Sign Policy. Responding to Commissioners' questions, Director Gbur said that the electronic board sign rotates four messages per day and in following the Village of Palatine's ordinance of one minute time length for displaying the individual message; Gbur said that we have received many positive comments in regard to the message board sign. Commissioner McPherson added that it is important to have the inclusive policy in place as to which organizations' messages can be displayed. President Cozza requested a roll call vote on the motion, the result of which follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried.

The Board reviewed a previously distributed list of bills. Commissioner Rogers moved that Warrant #17, in the amount of \$1,049,818.44, be approved and released for payment, Commissioner Gould seconded the motion. Responding to questions, Landscape Architect Tynczuk and Asst. Supt. Tynczuk said that regarding the payment to M.J. Survey, the fee includes the electronic survey's services which can identify grades, show design marking, etc. for development, design and updating. The Aspen payment is for the brick pavers' repair/replacement project at Towne Square. President Cozza requested a roll call vote on the motion.

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried.

Director Gbur noted there was no more new business to be addressed at this time.

#### EXECUTIVE DIRECTOR'S REPORT

The Board reviewed the previously distributed Executive Director's Report. Director Gbur highlighted the Celtic Soccer Labor Day Tournament, Gbur said that he heard many comments of what a great addition the synthetic turf fields are to the park district and the program; also some residents came to the tourney to see the turf fields after learning of them through our Fall Newsletter. Paddock School sent the park district thank you cards naming the Palatine Park District as one of their heroes; the cards were written by a student,

parent and teacher; the Board and staff viewed the cards and appreciated the thoughtfulness.

The Board reviewed the previously distributed 2012-2016 Goals & Objective items. Before Director Gbur started the process of reviewing each page of the master plan, Gbur reiterated that we are focusing on maintaining our facilities over the next several years. Comments from the Board and staff before viewing the master plan, President Cozza said that regarding the bike trail system, the Board would like to cooperate with the Village by supporting the transportation study with signage and striping; the Board would like to do what we can. Commissioner Gould asked about tables at our parks, Landscape Architect Tynczuk said that we do not have bench tables at all of our playgrounds/parks; portable tables are available and park staff can bring them out when requested; Gbur mentioned replacement of a few of the Community Center's office windows since they are the original high school windows and we battle with temperate control. Discussing the master plan list, the addition to the seal coating at Hamilton (item #16), will be to add a new path spur to connect the loop of the sidewalk/service drive. The finance software upgrade replacement (item #36), the new capabilities include window base transitioning from screen to screen, the current program is DOS base, very time consuming along with not being user friendly; the last revision to the program was in 1993. The barn's roof at the stables (item #46), at this time no additional cost information is available, there is a meeting scheduled with Carl Arthur for roof coating advice. Supt. Williams responded to the gymnastics' chalk eater (item #56), a ventilation device to alleviate the chalk dust that sets off the alarms and gets in the ductwork. Installation of concrete flooring and drains at CSF's storage building on Michigan Avenue (item #59), Gbur said the improvement of the floor's stability will assist with the need for storage. Reservoir design change to aid with flooding issues at the Palatine Hills Golf Course (item #66), Gbur said he would like to see fairways elevated, and future redesign of the back holes of the course with possibly turning the practice fairway into a hole. In regard to a future item, purchase of a baby grand piano for Cutting Hall (item #167), Commissioner Gould said that you may occasionally come across a baby grand piano through home sales' listings when residents relocate and choose not to move their costly piano; another way to network the sought after items could be to post such items in our park district newsletter.

Director Gbur distributed a Preliminary 2012 Capital Projects Ranking List; the assembled list gave an overview of the large capital project items listed in the next five years, the final list of items for ranking will be provided to Commissioners and Department Heads by email, then it is requested that they rank the items and return for compilation. The Board and staff reviewed the list, staff responded to questions pertaining to the items. Supt. Williams answered the question regarding the three affiliate funded projects, Williams said that they need to remain as ranked items; staff need to allow time to organize and oversee the projects which can be time consuming. Gbur clarified phase II of Falcon (item #14), to develop a plan in 2013 with construction in 2014; possibly second floor addition or athletic field, playground, spray pad, etc. The Plum Grove Reservoir path and bridge (item #22), construct a bridge across the north portion of the reservoir to continue the path. Commissioner Gould and Director Gbur said that for the stables to stay competitive, the heating project (item #23), should be considered and also phase I of the stables' roof project (item #25), as the roof's deterioration contributes to the heat loss.

#### COMMISSIONERS' COMMENTS

Commissioner McPherson thanked the staff for their help with the Celtic Tournament and to Commissioner Sawyer along with the Celtic Board for their involvement throughout the tournament; they were working hard. Commissioner McPherson heard comments from visitors wishing they had turf fields in their town.

President Cozza read a letter to the Board and staff announcing Director Gbur's retirement after thirty years of service and leadership at the Palatine Park District; Gbur plans on March 1, 2012 as his retirement date. The Board and staff congratulated Director Gbur.

President Cozza requested Future Agenda items; none were put forth.

EXECUTIVE SESSION

President Cozza requested a motion to close the public portion of the meeting and convene in Executive Session for the purpose of discussion of employment matters pertaining to specific employee of the District, section 2(c)(1) of the Open Meetings Act. Commissioner Gould so moved and Commissioner McPherson seconded the motion. President Cozza requested a voice vote, the result of which follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion passed at 8:45 p.m.

The Board returned to regular session at 9:07 p.m.

ACTION ON MATTERS CONSIDERED IN CLOSED SESSION

President Cozza stated that the Board of Park Commissioners met in Executive Session for the purpose of discussion of employment matters pertaining to specific employee of the District. No action will be taken at this time.

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

NAY: None

ABSENT: Nicholas Sawyer

ADJOURNMENT

There being no further business to come before the Board on this date, Commissioner McPherson moved that the regular meeting be adjourned; Commissioner Gould seconded the motion, which was unanimously approved by a voice vote at 9:07 p.m.

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

NAY: None

ABSENT: Nicholas Sawyer

Respectfully submitted,

Trish Feid

ATTEST:

/s/ Trish A. Feid  
Secretary

APPROVED:

/s/ John F. Cozza  
President

Next scheduled Park Board meetings:

September 27, 2011  
October 11, 2011  
October 25, 2011