

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 NOVEMBER 10, 2009 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

Andrew McPherson, President
Susan Gould, Vice President
Jennifer Rogers, Treasurer

John Cozza
Nicholas Sawyer

Staff Present

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

Brad Helms, Golf Course Superintendent
Dan Hotchkin, Golf Professional
Erik Klebosits, Asst. Golf Pro
Toni Bruns, Stables Manager
Josh Ludolph, Facilities Coordinator
Bonnie Bennett, Secretary

Citizens and Guests

Susie Julison, NWSRA
Bob Alexander, resident/PHGA

George Peterson, resident golfer
Paul Pomplun, resident golfer

APPROVAL OF AGENDA

Commissioner Rogers moved and Commissioner Gould seconded, that the agenda be approved. By a voice vote, the Agenda for the Regular Meeting of November 10, 2009 was unanimously approved as submitted.

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

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 October 27, 2009. By a voice vote, the minutes of the prior meeting were approved as submitted.

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

NAY: None

ABSENT: None

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Finance and Personnel Department Report. Superintendent Smith highlighted that Park District staff were offered flu shots, 62 people received shots. Smith also thanked the Board for the opportunity to attend the National Congress in Utah.

The Board reviewed the previously distributed Recreation Department Report. Highlighting **Special Events**, Superintendent Williams said that we received a lot of nice comments about *Wine & Spirits*; unexpectedly, the Halloween Party filled at the last minute; Whole Foods, who provided food and 'goody bags', went back to their store to get more supplies for the large crowd. Under **Programs**, Williams noted that the *After School Club*, which we ran in conjunction with District 15 and POC, will be starting a new format beginning January 4; four days a week, two days at POC for study/education, two days a week at Falcon Park for recreational activities.

The Board reviewed the previously distributed 2009 Annual Fitness Center Report 2009. Facility Coordinator Ludolph said that the Community Center Fitness Center had a very successful first year with about 1,100 members, and beginning January 3, Sunday hours will begin at 7 a.m.; some overall, and long-term cost-saving recommendations are: purchase a commercial washer/dryer, towels, and cleaning supplies; adopt, and budget for, an equipment replacement schedule (equipment gets a lot of use due to its size, maintenance agreement checks equipment every other month); personal trainers are Park District staff, use of this service is consistent but not as high as we would like, trainers pictures are posted and they do floor duty which makes members aware. Commissioners commented that it was an incredible report, and staff's recommendations, including the student winter/summer break pass, are good. In response to a question, Ludolph explained the structuring of non-resident fees saying that our first obligation is to serve our residents.

President McPherson noted there were no other Departmental Reports.

RECOGNITION OF CITIZENS

President McPherson welcomed NWSRA Executive Director Susie Julison. A filmed presentation highlighting Northwest Special Recreation Association programming and Special Leisure Service Foundation's contributions was shown. Ms. Julison thanked the Board for its commitment to NWSRA saying that it couldn't be done without the seventeen member districts; Palatine's presence at fundraising and athletic events is important to parents and participants alike; special thanks to Raul and Dan (PHGC) for the *Palatine Classic* each year, their work is greatly appreciated; and, the Park District's commitment to the use of its facilities as well as the cooperation between both staffs. Director Julison said Palatine is on target with number of participants, 1-2%; all SRAs experiencing an increase in inclusion and requests for scholarships – SLSF is a big scholarship provider, 600+; program numbers are up. President McPherson thanked Ms. Julison for the report, the video and extended appreciation for their efforts on the budget and keeping the assessments in line; he asked staff to see if the video could be put on the community cable channel. Responding to questions Director Julison explained that park districts are grouped regionally into 'areas' for programming/facilities; State of Illinois does not mandate SRAs, however if you are not a part of a SRA, you cannot levy a Handicapped Rec tax; there are 28 SRAs in Illinois; a 50% add-on non-resident fee is in place but some reciprocal agreements are in place.

George Peterson stated he was a resident and long-time member of a Permanent Tee-Time group (35 years) and he too had concerns about Palatine Hills; his main issue is with the PTT draw – a system unique to

Palatine Hills – after playing for many years, his group was eliminated because no representative attended the lottery draw although staff had be advised that no one was able to be there, and penalized the following year by being removed from ‘prime’ draw; tee times between 5:30–6 a.m. have been eliminated (this alone would bring in \$8,300 annually); poor economy and weather not only reason for reduced play, course maintenance is poor, e.g. leaves on the course, sand traps unraked, new greens collars grass doesn’t blend with the existing greens’ grass; golfers don’t feel welcome there, staff is either ambivalent or gives attitude allowing you to play there; perception that the customer is right doesn’t apply. President McPherson thanked Mr. Peterson for his comments and will look into the items mentioned.

UNFINISHED BUSINESS

President McPherson noted there was no unfinished business to be addressed at this time.

NEW BUSINESS

The Board reviewed a previously distributed Board Summary pertaining to Falcon Park Change Orders 40 through 47. Commissioner Gould moved, and Commissioner Cozza seconded, that the Board of Park Commissioners approve Change Orders 40 through 47 for the Falcon Park Recreation Center in the amount of \$78,619.79. Staff responded to questions pertaining to the addition of a hand dryer in the family restroom, relocation of drinking fountain (placement of a second fountain at standard height), addition of lighting for east entrance sign, increase power feed for mounted sign, and approximate final cost (\$11 – 11.5M). Gbur said that the software for the mounted sign needs to be installed and programmed yet. President McPherson requested a roll call vote on the motion, the result of which follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed Board Summary pertaining to the Truth in Taxation Resolution. Commissioner Rogers moved, and Commissioner Gould seconded, that the Board of Park Commissioners adopt Resolution #09-08 declaring the estimated percentage increase in the 2009 aggregate levy over the 2008 aggregate levy to be 0.09%. It was noted that it is not a big percentage increase. President McPherson requested a roll call vote on the motion, the result of which follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed Board Summary pertaining to IAPD Annual Meeting Delegate/Alternates Credentials Certificate. Commissioner Cozza moved, and Commissioner Gould seconded, that the Board of Park Commissioners approve Jennifer Rogers as the delegate to the Annual Business Meeting of the Illinois Association of Park Districts to be held in the Grand Ballroom at the Hilton

Chicago Hotel, on Saturday January 30, 2009 from 3:30 to 5 p.m.; furthermore, that Andrew McPherson and Ron Gbur be appointed as first and second alternate delegates respectively. The motion was unanimously approved by a voice vote as follows.

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

NAY: None

ABSENT: None

The Board reviewed a previously distributed Board Summary pertaining to a 3-year vending machine service agreement. Commissioner Gould moved, and Commissioner Cozza seconded, that the Board of Park Commissioners contract beverage and snack machine service for a three- year period beginning December 1, 2009 through December 1, 2012 to Rogers Vending of Elk Grove, IL for the following six Park District locations: Community Center, Birchwood Rec Center, Palatine Stables, Cutting Hall Theater, Eagle Pool and Willowood Pool; Rogers Vending agrees to pay the Park District an annual fee of \$4,008.00 for the privilege of providing this service. It was noted that Falcon Park Rec Center was not part of the agreement. Superintendent Williams explained that there is no concession agreement for Falcon at this time because bids were based on vending sales history, which Falcon does not have; we will have a one-year contract with Rogers Vending on a percentage of sales basis to establish a sales history, then go to bid next year based on a flat fee payment. Responding to questions, Coordinator Ludolph explained that for ‘percentage of sales’ we get a ‘beginning and ending’ reading off of the machine; going with a flat fee payment has been beneficial to the Park District, and Rogers has provided good customer service; product prices will stay the same unless there is a big increase by their distributor. Director Gbur added that doing in-house requires a lot of staff time and storage which is not readily available at Falcon; may try to do FAC concessions ourselves for the 2010 season this past season’s concessionaire is not returning. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

The Board reviewed a previously distributed Review of the 2010 Golf Course Budget. Director Gbur stated that as the Board still had unanswered questions, a vote did not have to be taken on either budget tonight. Staff then responded to questions pertaining to clubhouse rentals, other income, tournament revenues, increases in telephone service, and uniforms. Zaldivar explained that that the 5:30-6 a.m. tee time were eliminated because of course maintenance; daylight longer in mid-summer but doesn’t allow for play entire season. Regarding fee comparison, Zaldivar said that courses selected for comparison are other park district courses, however he would provide a broader picture of the golf market; frequently fees quoted in the winter are not the same as fees in the spring – sometimes as much as \$10 less; will be looking at our league situation also; may consider promoting 9-hole play at 6 a.m. on week-days. Addressing proposed 2010 fees, commissioners discussed increasing prime-time and family golf fees by \$1, offering more benefit to the non-resident discount card holder, as well as driving range users.

The Board reviewed a previously distributed Review of the 2010 Stables Budget. Staff briefly explained certain expense allocations and capital expenditures; increase in rates (3%) may cause some disgruntled people but fees were not raised last year; some packages are offered for turn-outs, etc.; consider giving incentives to boarders to participate in Stable offered programs; NEDSA and NSSRA also use facility in addition to our own NWSRA.

The Board reviewed a previously distributed list of bills. Commissioner Rogers moved that Warrant #21, in the amount of \$1,679,651.92, be approved and released for payment. Commissioner Gould seconded the motion. Staff responded to a Question pertaining to time line for mileage reimbursement. President McPherson requested a roll call vote on the motion.

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

NAY: None

ABSENT: None

Motion carried.

President McPherson 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 Board Tour of Falcon on Saturday asking commissioners to enter off Hicks Road; Commissioner Cozza would not be attending. A brief ceremony of placing a time capsule at Falcon Park Recreation Center will be held Monday (11/16) at 12:20 – 12:35 p.m.; time is limited because the Lake Louise students need to return to class; Commissioner Gould and Rogers plan on attending.

Gbur continued saying that it will be nice to see a TIF check from the Village; at the first TIF meeting there were only four attendees, Village Manager Reid Ottesen, resident Carl Arthur, District 15 representative Joe Kiszka and himself; now that checks are in the offing, representatives from all the taxing agencies were there. Ottesen plans on giving checks for 85%, putting some dollars aside needed to regenerate some businesses; \$170,000 will come into play, which is good as the CPI is only 1%; can expect checks to be issued in May or June; TIF discussions/decisions are annual, feel they are doing right thing as they could have let the TIF monies set another nine years.

Superintendent Smith distributed copies of the Operating Budget and attention was directed to the cover letter which gives a summary of anticipated '09 and proposed '10 figures – the notable difference is due to Falcon Park; Community Center gymnasium roof replacement and Hamilton Sports Fields' path paving have been moved to the 2010 budget due to high ranking by the Board and a couple of items moved back to 2011, i.e. replacement of path at Riemer Reservoir and shoring of creek at Cottonwood Park; in addition staff would like to insert a new item, Palatine Hills cart paths in 2011; in 2010 add a golf course study, i.e. focusing on drainage instead of making PHGA suggested changes – more profitable to extend cart paths. Thanks were extended to Superintendent Smith for putting the budget together, and Superintendents Williams and Moser for their assistant – in addition to the enormous amount of time staff has spent at Falcon Park; call with any questions you might have, and a brief reminder that an executive session pertaining to wage pool discussion will be on the next agenda.

COMMISSIONERS' COMMENTS

Commissioner Gould said that the NWSRA/SLSF function Friday night was nice, Mayor Schwantz was emcee, number of auction items were down a bit, but Susie told her that the event went pretty well.

Commissioner Rogers asked about the part-time/volunteer party; staff responded that it was this coming Friday evening, 7 p.m. and has a Vegas theme. Commissioner Rogers requested that a tour of the golf course be put on a future Board Tour – April or May.

President McPherson requested Future Agenda items; none were presented.

ADJOURNMENT

There being no further business to come before the Board on this date, Commissioner Gould moved that the regular meeting be adjourned; Commissioner Rogers seconded the motion, which was unanimously approved by a voice vote at 9:08 p.m.

AYE: Nicholas Sawyer, John Cozza, Jennifer Rogers, Susan Gould, Andrew McPherson
NAY: None
ABSENT: None

Respectfully submitted,
Bonnie M. Bennett

ATTEST:

/s/ Bonnie M. Bennett

Secretary

APPROVED:

/s/ Andrew S. McPherson

President

Board Tour November 14, 2009, 9:30 a.m.

Next scheduled Park Board meetings: November 24, 2009
December 8, 2009
December 15, 2009