



Minutes of a Regular Meeting of the Board of Park Commissioners of the Palatine Park District, Cook County, Illinois, held at the Village of Palatine Community Center, in Community Room B, in said District, at 200 East Wood Street in Palatine on Tuesday January 10, 2017 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

Terry Ruff, President

Nicholas Sawyer, Vice President

Jennifer Rogers, Treasurer

Susan Gould

John Cozza

Staff Present

Michael Clark, Executive Director

Keith Williams, Supt. of Recreation

Ed Tynczuk, Supt. of Parks & Planning

Steve Nagle, Supt of Facilities

Elliott Becker, Supt. of Finance

Cheryl Tynczuk, Supt. of District Services & Projects

Tina Becke, Asst. Supt. of Finance

Joshua Ludolph, Asst. Supt. of Facilities

Jim Holder, Asst. Supt. of Parks & Planning

Phil Riskin, Human Resource Manager

Brad Helms, Golf Course Supt.

Dan Hotchkin, Head Golf Professional

Erik Klebosits, Asst. Golf Professional

Billy Sharp, Asst. Golf Course Supt.

Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests

Randy Kochanski, PBA

Greg Sammons

Approval of Agenda

Commissioner Rogers moved and Commissioner Cozza seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of January 10, 2017 was approved.

AYE: John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer, Terry Ruff

NAY: None

ABSENT: None

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Cozza moved and Commissioner Rogers seconded that the consent agenda be approved. By a roll call vote, the following items under the consent agenda were approved: Regular Meeting Minutes of December 13, 2016; Closed Session Minutes of December 13, 2016; Approval of Settlement Certificate for SEC as it relates to the Municipal Cooperation Disclosure (MCDC) Initiative; Warrant #24; and Warrant #1. The result of the roll call vote follows:

AYE: John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer, Terry Ruff

NAY: None

ABSENT: None

Motion carried.

Comments from the Audience

No comments at this time.

Presentation

The Park Board reviewed a previously distributed board report from Palatine Baseball/Softball Association (PBA). PBA Board Member, Mr. Kochanski who is the 2017-18 Board President, presented the overview of the 2015-2016 program season. Mr. Kochanski thanked various park district staff including Supt. Williams and Asst. Supt. Holder; he mentioned that they are very helpful and always available when PBA reaches out to the Park District. Regarding the summary of the program, Mr. Kochanski said that much of the program has been running the same as in past years; though, there continues to be a strong focus on training, upholding a fun environment and providing the opportunity to play ball with various experienced players with a common goal. PBA along with the Park District is working with other park districts to strengthen participation numbers since there has been significant decreases in registration numbers over the years. Other comments to the Park Board included growing interest with the program's fall ball season; PBA is reaching out to players who dropped out of the program; better awareness with marketing strategies; addressing various skill level issues with offering a variety of professional coaching to all players; attentive to cost concerns of participants and assisting the financial needs. Mr. Kochanski commented on one of the desires within the PBA program, which would be to have grass infields for the older leagues. PBA is looking forward to the completion of the Affiliate Partnership Agreement. On behalf of PBA, Mr. Kochanski thanked the Park Board and staff for viewing the presentation of PBA's annual report. The Park Board and staff complimented Mr. Kochanski's passion and dedication towards the program. Supt. Williams highlighted many areas within the program that Mr. Kochanski represents, not only filling in as president last year but board treasurer, schedulers, collaboration with other teams' coordinator, tournament responsibilities, team coach, etc.; Williams said that Mr. Kochanski steps in and helps wherever it is needed. The Park Board thanked Mr. Kochanski for his time and commitment to the PBA program.

Recognition

President Ruff acknowledged Mr. Blech regarding his retirement from the Park District. On behalf of the Park Board, residents and staff members of the Park District, President Ruff presented Resolution #17-01, for Mr. Blech's service and dedication to Palatine Park District. Golf Course Supt. Helms highlighted Mr. Blech's career with the Park District and reminisced over Fred's 44 years during the development of the golf course and Park District. President Ruff said that this resolution is now part of the permanent record of Palatine Park District and a copy of this resolution will be presented to Mr. Blech as a tribute from the community. Commissioner Gould moved and Commissioner Sawyer seconded that the Park Board of Commissioners adopt Resolution #17-01 for recognition and appreciation of Fred Blech. President Ruff requested a voice vote; the Resolution was unanimously accepted. The Park Board and staff wished him well.

Departmental Reports

The Board reviewed the previously distributed District Services and Projects Department Report. Supt. Tynczuk highlighted the Palatine Park Foundation's Living Tribute Program, which had numerous requests this year; staff is working with the consultants regarding the compensation study; IT Department researched and negotiated a new contract for replacement of the District's email filtering product, the highly recommended product will save the District money; District-wide risk assessment starts near the end of January; and regarding volunteers for the Park District, if you consider the nationally accepted average of service per hour, the District received over \$11,000 in value from volunteer hours worked for various events and activities from October through December in 2016.

The Board reviewed the previously distributed Recreation Department Report. Supt. Williams complimented Sponsorship Coordinator Selof on receiving the Heart of the Community award at the

Chamber's Keys to Success annual banquet. Another successful special event programming, both rides to the North Pole Express were filled and Santa was amazing; the Woodstock Moose Lodge was a perfect venue with volunteers dressed as elves. Continuing, Williams informed the Park Board of various accolades, the PAFA girls' cheer spirit team took 3rd in state; and, one of the Tiger Sharks' swimmers qualified to go on to winter junior nationals. The fitness drive is underway with an open house scheduled on January 14, 2017. Also reporting, many folks are viewing the Park District website on their cell phone; numbers continue to climb.

The Board reviewed the previously distributed Annual Golf Course Report. Sharing some of the annual report highlights, Supt. Nagle added that he wanted to thank the entire golf course crew for another excellent year. Kicking off the annual report, Head Golf Professional Hotchkin started his presentation by thanking the Park Board for the opportunity to review and highlight the culmination of the 2016 golf course season. Hotchkin reviewed the revenue sources adding comments of green numbers, which were down with the frequent rain events, fortunately not flooding events. The cart rider usage continues to go up; the cart contract was favorable for the golf course; the pro shop greatest popular selling item is the golf ball; and golf fall league is very popular. Regarding the fall league, along with Asst. Golf Professional Klebosits, they enjoyed working with the kids, the league participants' siblings wanted to join-in and, it also brings parents out on the course, it was the trickle-down effect making it a family experience. Continuing with the report, Hotchkin said that new league teams were added; and, a new junior golf league developed. The annual "Head to the Hills" fest was successful despite the undesirable weather conditions, 150 visitors participated in the event. Some of the other highlights include the opening of phase 2 practice area next summer, which the high school teams will use for their workouts; and, various surveys were presented and staff is reviewing all feedback. Regarding the 15,000 individuals that use Palatine Hills Golf Course and the challenges with maintaining the golf course, Hotchkin turned the floor over to Golf Supt. Helms. Helms said that it is another year of transition with losing 2 key staff members within a year of each other. Helms highlighted and introduced Asst. Golf Supt. Sharp who brings private club experience and has been a great fit to the organization. Also, the recent hire of Lead Mechanic Stephens, he proves to be the best candidate bringing great things to the division. Retiring employee, Blech will continue to help us out this year in his new part-time role for the District. Other challenges include the changed landscape due to the 200 infected trees, which needed to be removed, Parks crew assisted with most of the tree removal work; and, there was many equipment repairs. The MWRD project is completed with some adjustments and pleased neighbors; phase 2 of the practice area is finished with seed germinated cover; looking forward to phase 3 of the practice area; flooding issue remains a concern as staff members have to deal with damage control even with less rain events the problem is getting worse; therefore, Helms expressed the desire to someday see widening of the culvert and creek to avoid flooding on the golf course. There is a bid opening tomorrow for the steel wall project; Helms thanked the Park Board for support of this improvement. In response to Commissioner Rogers' inquiry about Palatine Chamber using a different golf course venue for their annual event, Helms said that it comes down to the desire to play golf and eat onsite at one location. Brief discussion ensued regarding banquet rooms and tent accommodations to host large gatherings at Palatine Hills Golf Course. Director Clark mentioned the architectural study drawings/proposals reviewed several years ago which included banquet tent costs; staff can add those renderings to the cloud folder. Helms thanked the Park Board for the opportunity to review the annual report.

President Ruff noted there were no other Departmental Reports. The Park Board thanked staff for the various Department Reports.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Clark reminded the Park Board of state conference next week in Chicago. Clark mentioned that he is working on his annual year-end EDR for 2016; Clark added that he is approaching his 5th year as Executive Director on February 1st. Clark gave

thanks to Supt. Williams regarding the recent PALs meeting; at the meeting they presented the affiliates and stakeholder focus groups' work plan report to the leaders of affiliates and various groups of the Park District. Clark is working with legal counsel and fellow directors on the ordinance and policy regarding the new Travel Expense Reimbursement Act. The new Park Foundation's website is up; Clark suggested viewing the new exciting website. Staff plans to present the 2016 3rd trimester status reporting at the next meeting in January. In February, staff will present the 2017 goals of the District.

Regarding future agenda items, Commissioner Gould suggested placing information in the programming catalogs on the Illinois Flag Act for those interested in the protocol that the Park District follows; Commissioner Cozza mentioned that the link is helpful with information.

Commissioners' Comments

No additional comments 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. Commissioner Sawyer seconded the motion which was unanimously approved by a voice vote.

AYE: John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer, Terry Ruff

NAY: None

ABSENT: None

Motion passed at 8:21 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Terry Ruff
President

Next scheduled Park Board meetings:

January 24, 2017
February 14, 2017
February 28, 2014