



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 Rd, Palatine, Illinois on January 27, 2015 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

Susan Gould, President
John Cozza, Vice President
Terry Ruff, Treasurer
Nicholas Sawyer
Jennifer Rogers

Staff Present

Mike Clark, Executive Director	Joshua Ludolph, Asst. Supt. of Facilities
Keith Williams, Supt. of Recreation	Brad Helms, Golf Course Supt.
Ed Tynczuk, Supt. of Parks & Planning	Dan Hotchkin, Head Golf Professional
Steven Nagle, Supt. of Facilities	Erik Klebosits, Asst. Golf Professional
Tina Becke, Asst. Supt. of Finance	Cheryl Tynczuk, Landscape Architect
Donelda Danz, Asst. Supt. of Recreation	Trish Feid, Secretary

Citizens and Guests

Bob Alexander, Palatine Hills Golf Association	Randy Kochanski, Palatine Baseball Association
Gary Gray, Palatine Baseball Association	

APPROVAL OF AGENDA

Commissioner Sawyer moved and Commissioner Cozza seconded that the agenda for the meeting be approved. Director Clark asked that the item of review closed session minutes under executive session be removed from the agenda. By a voice vote, the agenda for the regular meeting of January 27, 2015 was unanimously approved as amended.

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

NAY: None

ABSENT: None

Motion carried as amended.

APPROVAL OF CONSENT AGENDA

The Board reviewed the previously distributed consent agenda items. Commissioner Cozza moved and Commissioner Sawyer seconded that the consent agenda be approved. By a roll call vote, the following items under the consent agenda were approved as submitted: the Regular Meeting Minutes of January 13, 2015; Approval of 2015 Park Board Meeting Schedule; Award of Bid for 2015 Mowing Service Contract; Rejection of Bids for 2015 Program and Event Shirts; Approval of December 2014 Treasurer's Report; and Approval of Warrant #2. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

MATTERS FROM THE PUBLIC

The Park Board welcomed Palatine Baseball Association (PBA) Board Vice President, Gary Gray, to the meeting. Also in attendance was Randy Kochanski who serves as Treasurer on the PBA Board. Mr. Gray said that they had a successful season; he highlighted the achievements, all of the challenges that they consider significant and reviewed opinions collected from the program's survey. In response to many items, the Board and staff mentioned that we have many other affiliates within the District including the growing Lacrosse and Rugby teams which need fields for games and practices; Supt. Williams added that partnering with neighboring park districts has been advantageous to players. Director Clark will inquire on Commissioner Ruff's suggestion of potential field use outside of the park district's fields. The Board thanked Mr. Gray for his thorough report and his involvement with the Palatine Baseball Association.

No other comments at this time were presented.

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Parks and Planning Department Report. Supt. Tynczuk complimented the Trades Crew on quickly replacing new lighting apparatus at Cutting Hall's parking lot due to the current renovation project. Also, Tynczuk highlighted the success with ice rinks this season, and mentioned that the electrical upgrade is completed. Discussion ensued regarding the proposed electronic sign for Community Center; President Gould suggested that the placement of the sign should be perpendicular to the building for better visual display. Commissioner Ruff added thoughts to locate the sign further down Wood Street adjacent to the baseball fields; Tynczuk will review the Board's ideas with the architect. Then once the Board has agreed, Tynczuk will present the drawing for Village permit approval process. In response to Commissioner Rogers' question, Tynczuk can adjust the amount of lighting used when maintaining the ice rinks.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle highlighted the Clayson House's open house which had many visitors; compliments to theater staff with creatively and cooperatively working together to fill and program events at Cutting Hall when a major cancellation occurred. Facilities have been busy with indoor activities; in response to Commissioner Cozza, the pickleball program continues to grow and staff is currently able to accommodate the demand with extended hours so we can offer pickleball twelve (12) hours a week at Falcon Park's gymnasium.

The Board reviewed the previously distributed 2014 annual golf course report. Supt. Nagle gave thanks to Golf Course staff members, Brad Helms, Dan Hotchkin and Erik Klebosits, for their passion and support they provide. Golf Course Supt. Helms reviewed the three (3) neighborhood projects that impacted the golf course. The first project mentioned, Lexington Homes, in collaboration with the park district, they executed the process professionally, efficiently and it was successful with brief interruption to the golf course. The Silver Lakes' pond erosion project, which has been under consideration for numerous years, is completed; their contractors achieved success and it looks great and the course is protected. The final ongoing neighborhood project, in conjunction with Metropolitan Water Reclamation District (MWRD), is the Cherrybrook Village project; this big project will be substantially helpful to the course. Although, Helms stressed further concerns about the lack of golf course infrastructure and that this may be a timely opportunity to review the many past studies from various architects and engineers that were performed on the golf course to assist with the flooding condition. With the findings and proposed solutions already in place, possibly continue cooperation for additional improvements along with MWRD. Continuing with the annual report items, Helms mentioned some of the challenges presented this year such as the struggle of securing seasonal staffing; the loss of golf course trees due to emerald ash borer infestations; and the last three (3) substantial flooding episodes which occurred during some special events scheduled on the course.

Helms reiterated the process to correct the flooding by reviewing and considering various suggested improvements and to entertain discussion with MWRD. Regarding the golfers at Palatine Hills, Helms reported receiving many compliments regarding the course and staff. Also, Helms thanked the Park Board for their support; and he commended Director Clark for his direction with the Golf Course Strategic Planning process. Golf Professional Hotchkin highlighted the operational section of the report including statistics, new programs, classes, clinics and special events offered at Palatine Hills and the proposed opportunity of the practice hole area. Hotchkin added that they have introduced various activities to expose the non-traditional users. President Gould reminded staff of the "Spring Fest" idea, an event to introduce and offer awareness of Palatine Hills: the golf course, clubhouse, paths for walking, etc. After visiting the clubhouse recently, President Gould expressed concerns of the sidewalk/ramp area of the clubhouse during the winter months; staff is addressing the situation. Lastly, Helms and Hotchkin thanked the Park Board for their support; and commended Director Clark for his direction with the Golf Course Strategic Planning process.

President Gould noted there were no other Departmental Reports. The Board thanked staff for their reports.

NEW BUSINESS

The Board reviewed a previously distributed Board Summary pertaining to the Jaycees 2015 Hometown Fest Celebration request. Commissioner Cozza moved and Commissioner Sawyer seconded that the Board of Park Commissioners approve the Jaycees use of Community Park, Wednesday, July 1 through Monday July 6, 2015 with the hours and dates as recommended on the attached letter, with the exception of item 11. Staff shall be directed to coordinate assistance for the celebration as listed in the request. Staff confirmed that item 11 will be withdrawn from the request. Jaycees members, Richard Lewis and Joanne Rinaldo, reviewed the agenda for the 58th annual 4th of July celebration including the new events, schedule and parade route; the Jaycees members stated that they are trying a few new ideas and changes which will be presented to the Village tomorrow. President Gould thanked Mr. Lewis and Ms. Rinaldo for their time and involvement with the annual event and requested a vote from the Park Board. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary regarding the Executive Director's work agreement renewal. Commissioner Rogers moved and Commissioner Cozza seconded that the Board of Park Commissioners approve the Employment Agreement with the Executive Director, Michael Clark, as presented. President Gould requested a roll call vote. The result of which follows:

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

NAY: None

ABSENT: None

Motion carried.

President Gould noted there was no more new business to be addressed at this time.

EXECUTIVE DIRECTOR'S REPORTS

The Board reviewed the previously distributed Executive Director’s Reports. Director Clark acknowledged the care and detail that staff has shown with the various projects in motion; also expressing appreciation to the Board. Other report items mentioned included updates with the Master Planning; community plans to host a rugby team from the Fontenay Lucon Rugby Sud Vendee, the sister city of Palatine from France; IAPD State Conference; upcoming events such as the Volunteer of the Year, Senior Gala and March 7th Legislative Breakfast. Regarding the France rugby team visit, Commissioner Cozza suggested attending Cutting Hall during their stay. Clark also mentioned the end of the year EDR, adding comments on the amount of work that staff has been contributing to the District.

COMMISSIONERS’ COMMENTS

Commissioner Sawyer commented that Willowood Park area is looking good since the erosion project execution.

Commissioner Rogers said that IAPD presented a nice conference; adding congratulations to staff on receiving the ‘Exceptional Workplace’ award.

Regarding the recent report of potential exposure, President Gould gave thoughts of inquiring about vaccination needs for children with thoughts of a clinic.

Regarding requested future agenda items; no items were presented.

EXECUTIVE SESSION

President Gould requested a motion to close the public portion of the meeting and convene in executive session; Section 2(c)(5) Open Meetings Act discussion of the acquisition or lease of real property for the use of the District. Commissioner Cozza moved and Commissioner Ruff seconded the motion, which was unanimously approved by a voice vote. The result of which follows:

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

NAY: None

ABSENT: None

Motion passed at 9:05 p.m.

RETURN TO OPEN SESSION

The Board reconvened in open session at 9:42 p.m.

ACTION ON MATTERS CONSIDERED IN CLOSED SESSION

President Gould said that the Board met in executive session regarding the item of real property; President Gould stated that there will be no action at this time.

ADJOURNMENT

There being no further business to come before the Board on this date, Commissioner Ruff moved that the regular meeting be adjourned. Commissioner Cozza seconded the motion which was unanimously approved by a voice vote at 9:42 p.m.

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

NAY: None

ABSENT: None

Motion passed.

Respectfully submitted,

Trish Feid, Secretary

ATTEST:

/s/ Trish Feid
Secretary

APPROVED:

/s/ Susan Gould
President

Next scheduled Park Board meetings:

February 24, 2015
March 10, 2015
March 24, 2015