



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, IL on February 10, 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

Keith Williams, Supt. of Recreation

Ed Tynczuk, Supt. of Parks & Planning

Steven Nagle, Supt. of Facilities

Elliott Becker, Supt. of Finance & Personnel

Donelda Danz, Asst. Supt. of Recreation

Tina Becke, Asst. Supt. of Finance

Jim Holder, Asst. Supt. of Parks

Joshua Ludolph, Asst. Supt. of Facilities

Phil Riskin, Human Resource Manager & Safety Coord.

Cheryl Tynczuk, Landscape Architect

Trish Feid, Secretary

Citizens and Guests

Bob Alexander, PHGA

Greg Sammons

Eric Anderson, BMO Capital Markets

APPROVAL OF AGENDA

Commissioner Cozza moved and Commissioner Rogers seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of February 10, 2015 was unanimously approved as submitted.

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

NAY: None

ABSENT: None

Motion carried.

APPROVAL OF CONSENT AGENDA

The Board reviewed the previously distributed consent agenda items. Commissioner Cozza moved and Commissioner Ruff seconded that the consent agenda be approved. By a roll call vote, the following items under the consent agenda were approved as submitted: Regular Minutes of January 27, 2015; Award of 2015 Bids for replacement of fleet vehicles; Award of 2015 Bid for staff, event and program shirt order; and Ratification of Warrant #3. 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

Mr. Alexander, Palatine Hills Golf Association (PHGA) liaison, mentioned that the association's meeting will take place on Thursday, February 12 at 7 p.m.

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Finance and Personnel Department Report. Supt. Becker said that the implementation of the registration system is on schedule; compliments to Asst. Supt. Becke and Registrar Rice with their involvement; they have spent an enormous amount of time throughout the process. Continuing, he mentioned that the department report displays new information, data of canceled programs to spot trends. In response to Commissioners’ questions, Supt. Williams said that there is more to the presented chart of numbers; it does not reflect or tell the entire story. Regarding certain programs, we offer a large volume of classes knowing that we will be shifting participants to accommodate their classes; therefore, cancelations may appear high though we are introducing different times or new programs in an effort to adapt to the need. Regarding the upcoming pool season, Asst. Supt. Danz said that staff will be using a new registration process for swim lessons; staff expects this ease and flexibility for our patrons will be well received. Lastly, Becker mentioned the various employment positions that the District is currently fulfilling.

The Board reviewed the previously distributed Recreation Department Report. Supt. Williams thanked the Board for the opportunity of the Sponsorship Coordinator position; and he expressed his gratefulness with attending State Conference which had many great workshops and sessions; staff can benefit from the sessions.

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 Bond Ordinance #15-01. Commissioner Cozza moved and Commissioner Ruff seconded that the Board of Park Commissioners adopt Ordinance #15-01; An Ordinance providing for the issue of \$737,500 Taxable General Obligation Limited Tax Park Bonds, Series 2015A, for the purpose of refunding certain outstanding alternate bonds of the Park District, and for the levy of a direct annual tax to pay the principal and interest on said bonds. Mr. Anderson, BMO Capital Markets, attended the Board Meeting to explain the options with refunding the park district bonds and presented recommendation for Board approval. Mr. Anderson reviewed the District’s rating position, the refunding process of the bonds posted on the agenda and information of the outstanding bonds to be redeemed at later dates. Commissioner Cozza said that the potential savings of 1.3M with the refunding bonds is substantial to the District. The Park Board thanked Mr. Anderson for his presentation. Director Clark added thanks to Supt. Becker with assisting with the bond refunding process. President Gould requested a roll call vote; the policy was unanimously approved as submitted.

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 pertaining to Bond Ordinance #15-02. Commissioner Cozza moved and Commissioner Sawyer seconded that the Board of Park Commissioners adopt Ordinance #15-02; An Ordinance providing for the issue of not to exceed \$2,500,000 Taxable General Obligation Limited Tax Refunding Park Bonds, Series 2015B, and not to exceed \$4,500,000 General Obligation Limited Tax Refunding Park Bonds, Series 2015D, for the purpose of refunding certain outstanding bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and

interest on said bonds and authorizing the sale of said bonds to BMO Capital Markets GKST, Inc., Chicago, Illinois. President Gould requested a roll call vote; the policy was unanimously approved as submitted.

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 pertaining to Bond Ordinance #15-03. Commissioner Cozza moved and Commissioner Sawyer seconded that the Board of Park Commissioners adopt Ordinance #15-03; An Ordinance providing for the issue of not to exceed \$5,500,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015C, for the purpose of refunding certain outstanding alternate bonds of the Park District, and authorizing the sale of said bonds to BMO Capital Markets GKST, Inc., Chicago, Illinois. President Gould requested a roll call vote; the policy was unanimously approved as submitted.

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 pertaining to Bond Ordinance #15-04. Commissioner Cozza moved and Commissioner Sawyer seconded that the Board of Park Commissioners adopt Ordinance #15-04; An Ordinance authorizing and directing the execution of an Escrow Agreement in connection with the issue of Taxable General Obligation Limited Tax Refunding Park Bonds, Series 2015B, General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015C, and General Obligation Limited Tax Refunding Park Bonds, Series 2015D. President Gould requested a roll call vote; the policy was unanimously approved as submitted.

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

NAY: None

ABSENT: None

Motion carried.

Regarding the review of Personnel Policies, Director Clark said that section 3.04 is ready for the first reading. At the next Board Meeting, staff will present this section for second reading with pending approval. Director Clark mentioned a special appreciation to Landscape Architect Tynczuk regarding the cross referencing tool for policy changes due to compliance of the law; as well as taking the lead with this development. Additional recognitions went to Human Resource Manager and Safety Coordinator Riskin and Supt. Becker for their efforts with finalizing the personnel policies.

The Board reviewed a previously distributed Board Summary pertaining to the Approval of Amendment to Conduct Ordinance #04-05. Commissioner Cozza moved and Commissioner Sawyer seconded that the Board of Park Commissioners approve amendment to Conduct Ordinance #04-05, an Ordinance regulating the use of the parks and property owned and controlled by the Palatine Park District, as presented. Director Clark said that the amendment is a follow up to an issue of encroachment of District property. Legal counsel

has provided the amendment to the Conduct Ordinance; furthermore, staff will create an internal policy for mandating procedures. Regarding the amendment's wording, President Gould offered feedback on inserting language; she suggested to add 'including but limited to' when referencing the various potential items of encroachment. Commissioner Cozza mentioned the Civil Law protection on behalf of the District when not respecting the law. Commissioner Cozza amended the motion and Commissioner Sawyer seconded the amended motion to the approval of amendment to Conduct Ordinance #04-05. President Gould requested a voice vote; the policy was unanimously approved as presently adjusted.

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

NAY: None

ABSENT: None

Amended motion carried.

President Gould 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 Clark gave thanks to staff, very busy with the implementation of the new registration system. Other items highlighted included the next stage of the Strategic Master Plan; working on policy procedures; upcoming events such as the Senior Gala on February 21 and the Legislative Breakfast on March 7, confirm if you would like to attend. Regarding the Annual Volunteer of the Year luncheon, Clark thanked Donelda Danz, Keith Williams, Josh Ludolph and numerous support staff for the outstanding job with the event. Clark inquired with the Park Board on their availability attending a special meeting on Monday, March 9, 2015. The Hitchcock Design Group would like to present the data gathered from the multiple avenues of collecting feedback from our residents, community members, etc. during the special meeting.

COMMISSIONERS' COMMENTS

With spending a lot of time within the park district facilities, Commissioner Ruff gave compliments to staff members, noticing that staff is doing a great job.

Commissioner Sawyer was impressed with the Volunteer of the Year luncheon and presentation; Commissioners Gould, Cozza and Rogers agreed; very rewarding event.

Regarding requested future agenda items; no additional thoughts were offered at this time.

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 7:40 p.m.

RETURN TO OPEN SESSION

The Board reconvened in open session at 8:03 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 Sawyer moved that the regular meeting be adjourned. Commissioner Rogers seconded the motion which was unanimously approved by a voice vote at 8:03 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:

APPROVED:

/s/ Trish Feid  
Secretary

/s/ Susan Gould  
President

Next scheduled Park Board meetings:

February 24, 2015  
March 9, 2015 – Special Meeting; 5:30 p.m.  
March 9, 2015 – date change  
March 24, 2015