



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 March 8, 2016 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

John Cozza, President
Terry Ruff, Vice President
Nicholas Sawyer, Treasurer

Jennifer Rogers
Susan Gould

Staff Present

Mike Clark, Executive Director
Ed Tynczuk, Supt. of Parks & Planning
Steven Nagle, Supt. of Facilities
Elliott Becker, Supt. of Finance & Personnel
Cheryl Tynczuk, Supt. of District Services & Projects
Tina Becke, Asst. Supt. of Finance & Personnel
Donelda Danz, Asst. Supt. of Recreation

Jim Holder, Asst. Supt. of Parks & Planning
Joshua Ludolph, Asst. Supt. of Facilities
Phil Riskin, Human Resource Manager & Safety Coord.
Brad Helms, Golf Course Superintendent
Dan Hotchkin, Golf Professional
Kelli Hedding, Falcon Park Manager
Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests

Bob Alexander, PHGA
John Agenlian, Lexington Hills Development

Chris Gattuso, Palatine Celtic Soccer Club

Approval of Agenda

Commissioner Rogers moved and Commissioner Gould seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of March 8, 2016 was approved.

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

NAY: None

ABSENT: None

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Gould 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: the Regular Meeting Minutes of February 23, 2016; Approval; Resolution #16-01 Kerry Blatteau; Adoption of Surplus Property Ordinance #16-04; Rejection of Bids for Community Center ADA Ramp and Floor Coating Program; and Approval of Warrant #5. In response to Commissioner Rogers' inquiry, Asst. Supt. Ludolph explained the details and intention with the replacement of the Community Center gym shelf floor coating and being compliant with accessibility of improving the ADA ramp to the Fitness Center and gym shelf. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Comments from the Audience

Palatine Hills Golf Association (PHGA) liaison, Mr. Alexander, mentioned that the association's board meeting was last night and the members were excited about potential Palatine Hills Golf Course Practice Academy Project. Mr. Alexander informed the Park Board that Director Clark is scheduled to meet with two of the association members, Mr. Mathieson and Mr. Jessogne; and Clark is planning to attend an upcoming PHGA board meeting on April 8. Mr. Alexander said that the group is planning many activities with the intention to increase the PHGA membership list. President Cozza inquired if the association thought about entertaining nine hole permanent tee times, suggesting that shorter game may attract some golfers. President Cozza added that it is always helpful to look for ways to entice participation at the golf course.

Presentations

The Board reviewed a previously distributed annual report pertaining to the 2015 Annual Celtic Soccer Report. President Cozza acknowledged Mr. Gattuso, Vice President of Palatine Celtic Soccer Club and travel coach, to present the annual soccer program report. Mr. Gattuso provided brief highlights of the overall program and highpoints of the successful season. He reported that new for the 2015-2016 soccer program was the split season, which was highly recommended from soccer families by means of the survey. The change has been welcomed; therefore, providing children the flexibility to play multiple sports throughout the year. Continuing, he mentioned the various clinics for house and travel players with cross coordination and opportunity within the two programs. Also new this year for the house soccer league, the group maintained their own soccer registration process, which worked out well; a few glitches along the way but overall successful registration process with timing reporting ability. He mentioned a significant upcoming change within the program for first through eighth grade participants, which is shifting from using the school year age groups to birth age groups with forming soccer teams; this is the trend and the soccer program will hold various meetings with parents to explain the new process. In response to Commissioner Gould's question regarding concussions, Mr. Gattuso said the program is taking action to avoid kids hitting heads; there is a protocol in place. The Park Board thanked Mr. Gattuso for his report.

Departmental Reports

The Board reviewed the previously distributed Finance Department Report. Supt. Becker highlighted many positive activities within the finance department; the decision of Incode for the finance software system has been made with staff working on final details and once confirmed staff will bring before the Board for approval; audit preparation ongoing; warrant checks are now through Palatine Bank and Trust for processing. Human Resource Department conducted training sessions with baseball volunteers and finalized the hiring of three (3) new full-time positions; Golf Course's Billy Sharp, Parks' Caleb Johnson and Finance Department's Ellen Drahos. Becker informed the Park Board that there has been a fair amount of transition within the Registration Department with part-time moving on to other full-time opportunities; therefore, staff is in the process of hiring various registration part-time staff members; also, recent resident registrations through the website managed two-thirds of the processed spring resident registrations. Becker added that the District is at the one year point with operating under the recreation and registration software programs. In response to Commissioner Gould's question, Becker will send a revised report with corrected registration data.

The Board reviewed the previously distributed Recreation Department Report. Supt. Williams highlighted the new special community event for the District's fresh start to brand new sports within Palatine and share the message of safety and sportsmanship, the collaborative event was very successful; newsletters and educational information geared towards kids and parents; there was light attendance at the first clinic though the parents were very interested with the three (3) speakers who promoting doing what is right for kids; staff may start a circuit of similar events within other towns. Another new event at the clubhouse was

the Paint Night, which was enjoying and successful. Fitness staff is working with NWSRA regarding the disabled vet program, which is a growing program in the Fitness Center aimed at providing the service to address a need. In response to President Cozza, Williams said that we are on schedule with Fitness Center replacement equipment and staff will be fully trained prior to installation.

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

New Business

The Board reviewed a previously distributed board summary pertaining to Approval for Request of Palatine Celtic Soccer Labor Day Event 2016. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners authorize the use of twenty-nine park/school field set ups, support for up to 450 teams with review and approval of schedule and fields by park district staff, and field lighting per staff recommendation for the Palatine Celtic Soccer Labor Day Tournament being held Friday, September 1 through Monday, September 5, 2016. Staff is requiring that no game begin before 7 a.m. at all fields. In addition, lighting will end at 11:30 p.m. for Celtic Park, except Hamilton Sports Fields which will end at 10:30 p.m. (per Village agreement). Staff will once again work with the tournament committee to adjust schedules, signage, parking, litter removal and staffing. Mr. Gattuso highlighted the success with adding the contracted company for managing the soccer tournament operations; the process went smoothly and was financially advantageous; also permitting less volunteering commitment with soccer families. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to Approval of Resolution #16-02 Accepting Donation of Lot A in the Preserves at Hilltop Subdivision. Commissioner Rogers moved and Commissioner Sawyer seconded that the Park Board of Commissioners approve Resolution #16-02, accepting the donation of Lot A in the Preserves at Hilltop Subdivision. Director Clark introduced, Mr. Agenlian from the development of Lexington Homes; Clark added that their team has been a pleasure to work with. The developer has three recent projects in Palatine and reported that they are happy to have these opportunities within the Palatine area. Regarding Lexington Hills, which is near Lake Cook Road and Dee Lane, the three phased development now closed out and the developer is proposing to donate property near Dee and Brentwood Roads to the Park District. Mr. Agenlian said that the donated property has been seeded and blanketed per District specifications; Clark added that the park plans are in place for the donated property with awareness of interested neighbors. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary and work plan pertaining to Approval of Resolution #16-03 Approving License Agreement with Lexington. Commissioner Rogers moved and

Commissioner Ruff seconded that the Board of Park Commissioners approve Resolution #16-03 approving a license agreement with the Lexington Hills of Palatine Townhome Homeowners Association with said property respectively. Mr. Agenlian stated that the resolution identifies that it is the homeowner association's responsibility to maintain lot A's curb. As well as all of the streets within the Lexington Hills; they are private streets, not public. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to Approval of Design and Construction Services with XGD Systems for Phase 2 of PHGC Practice Facility. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners approve the agreement with XGD Systems (Doug Myslinski) for Design and Construction Management services for phase two of the PHGC Practice Academy, not to exceed \$11,600. Supt. Nagle reviewed the process of phase two in regard to last year implementation of phase one; the practice area is next to the driving range; some trees need to be removed due to the fence; this revised proposed concept will have a better return with various usage, lower cost instead of reconfiguring the entire area as originally presented. Phase two consists of the practice academy and second hole; the second green and bunker, which will be configured within the existing practice area. Nagle said that there will various options of open play, short course games, high school usage; staff will identify schedules first and set zones for lessons, foot golf game times, etc. Commissioner Rogers reminded staff with the interest of Stables' improvements when considering overall District renovations and improvements; stressing concern to not lose site of the Stables. Commissioner Ruff mentioned his thoughts on the fast moving approach of the practice facility project; and, preferring additional time for preparation and thought process. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

President Cozza 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 (EDR). Director Clark highlighted many items including Thursday's Intergovernmental Dinner at the Clubhouse. Clark reported the loss of another horse at the Stables. Clark acknowledged Supt. (Cheryl) Tynczuk with her work on preparation for staffs' second workshop regarding review of the next sessions of the personal policies. Clark mentioned the talk going around about the potential feeder swim team program; staff is in the process of confirming information. Clark replied to Commissioner Gould's question regarding District 15, once we work out the preliminary groundwork of the IGA, then the Commissioners' subcommittee will be involved. Continue with the EDR, Clark said that IT Manager Mangum is scheduled to be at the next Board Meeting to discuss the technology with converting to electronic board packets. Mangum will demonstrate the user friendly iCloud technology and various capabilities; it will be a secured application with your own password. Clark highlighted tomorrow's big day at the Community Center; John Kasich's advanced team from Ohio met with

staff to review the agenda and staging along with parking traffic procedures; this will be an exciting day. Lastly, Clark reminded the Park Board of the Legislative Conference on May 3 and 4 in Springfield.

COMMISSIONERS' COMMENTS

Commissioner Sawyer said that he is glad to hear the golf course may open on Tuesday, March 15.

Regarding future agenda items, no items were presented.

EXECUTIVE SESSION

President Cozza requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Gould moved that the Park Board of Commissioners go into closed session for discussion of Section 2(c)(5) Open Meetings Act for the acquisition or lease of real property for the use of the District, Commissioner Ruff seconded.

This was unanimously approved by a roll call vote. The result of which follows:

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

NAY: None

ABSENT: None

Motion passed at 8:15 p.m.

RETURN TO OPEN SESSION

Commissioner Ruff moved to come out of closed session and return to the regular meeting of the Board of Park Commissioners; Commissioner Sawyer seconded the motion which was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion passed at 8:55 p.m.

ACTION ON MATTERS CONSIDERED IN CLOSED SESSION

As regards to use of property for the District, President Cozza said that the Board met in executive session for the purpose of discussion and no further action is necessary at the 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 Rogers seconded the motion which was unanimously approved by a voice vote.

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

NAY: None

ABSENT: None

Motion passed at 8:55 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

ATTEST:

/s/ Trish Feid
Secretary

APPROVED:

/s/ John Cozza
President

Next scheduled Park Board meetings:

March 22, 2016
April 12, 2016
April 26, 2016