



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 Building, in Community Room B, in said District, at 200 East Wood Street in Palatine on Tuesday March 13, 2018 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

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

Commissioner Absent

Terry Ruff

Staff Present

Michael Clark, Executive Director
Keith Williams, Supt. of Recreation
Ed Tynczuk, Supt. of Parks & Planning
Steve Nagle, Supt of Facilities
Cheryl Tynczuk, Supt. of District Services & Projects
Donelda Danz, Asst. Supt. of Recreation

Tina Becke, Asst. Supt. of Finance
Jim Holder, Asst. Supt. of Parks & Planning
Joshua Ludolph, Asst. Supt. of Facilities
Todd Ranum, Athletic Coordinator
Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests

Michael Spedale, P.A.F.A Board President

Approval of Agenda

Commissioner Gould moved and Commissioner Cozza seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of March 13, 2018 was approved.

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

NAY: None

ABSENT: Terry Ruff

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Gould moved and Commissioner Cozza 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 February 27, 2018; Closed Session Minutes of February 27, 2018; and Warrant #5 – including Expenses for Travel Expenses. The result of the roll call vote follows:

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

NAY: None

ABSENT: Terry Ruff

Motion carried.

Comments from the Audience

No comments at this time.

Presentation

The Park Board welcomed Palatine Amateur Football Association (P.A.F.A.) President Mr. Michael Spedale to present the annual report. Previously, Mr. Spedale provided a Power Point to the Park Board in preparation for tonight's presentation. Regarding the yearly report, Mr. Spedale reviewed many highlights of the 2017 P.A.F.A. season; he expressed what the association believes in; and, he provided statistics of the different leagues. Mr. Spedale noted that he is currently serving his second term as the P.A.F.A. Board President and plans to continue his involvement on the P.A.F.A. Board. Mr. Spedale complimented the stable and dedicated P.A.F.A. Board Members, coaches and all other volunteers within the program. Some of the other items mentioned included how the organization is extremely proactive with safety; equipment improvements and training techniques along with practicing concussion management; continue partnership with NovaCare to have trainers onsite at every game; year 2 of the academic/sport honor roll recognition program; and growth in the marketing of the program. Mr. Spedale thanked Park staff and expressed how great the fields are in Palatine; and he gave special recognition to Athletic Coordinator Ranum. Mr. Spedale said that regarding this upcoming season, former and possibly current NFL players may be visiting the P.A.F.A. players during some of their practices; former Palatine High School and Penn State football player Yaccov Yisreal wants to give back to the football association and to the kids in Palatine and is working arrangements for the special visits. Lastly, Mr. Spedale said mentioned that the association is aware of the potential state law to ban tackle football for kids under the age of 12 years old. The Park Board and staff complimented his report and appreciated the presentation.

Departmental Reports

The Board reviewed the previously distributed District Services and Projects Department Report. Supt. C. Tynczuk updated the Park Board on the departure of Risk Manager Giannetti, next week Friday is her last day; Tynczuk remarked that the District Services and Projects department will be short 2 full-time staff members at the end of April with the retirement of Human Recourses Coordinator Riskin. Regarding the progress of the District's risk assessment, staff plans to keep the process going and once the replacement is hired, there should be no problem to continue and follow through to completion.

The Board reviewed the previously distributed Recreation Department Report. Asst. Supt. Danz reported that February was a good month for hosting various special events. In response to Commissioner Cozza's question, Danz said that the Palatine Dance company has been established for a quite a while providing dance programs for all age groups. Supt. Williams added that you can find a picture of Communications and Marketing Manager Scovic in the Board folder receiving her diploma from 6 months of Leadership Academy training and graduating with special achievement and recognition in addition to presenting at IAPD/IPRA 2018 State Conference in Chicago.

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

New Business

The Board reviewed a previously distributed board summary for the Approval; Palatine Public Library District Partner Agreement. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners accept and enter into the Partner Agreement between Palatine Park District and Palatine Public Library District accepting the Park District Obligations as presented in the agreement. In response to Commissioner Rogers' question about the reading stations being permanent fixtures at Hamilton Park, Director Clark said that the posts will be permanently displayed in the ground with the storybook changing periodically. Clark said that the concept is introducing and promoting reading outdoors with exercise by walking to different stations. The stations are close to the paths for ADA accessibility. Clark reviewed the library and park district responsibilities listed in the agreement. Commissioner Gould suggested that possibly park district donations relating to the Living Tribute Memorial program could assist

with conservation of the station units; Commissioner Cozza added thoughts to install another permanent structure at Hamilton Park, one of the little library units for children similar to the little library units around town and the one constructed at Falcon Park. The motion was approved by a roll call vote as follows:

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

NAY: None

ABSENT: Terry Ruff

Motion carried.

The Board reviewed a previously distributed board summary for the Approval of Approval; Professional Services Contracts for Hamilton Construction Projects. Commissioner Rogers moved and Commissioner Cozza seconded that the Park Board of Commissioners approve Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois in the amount not to exceed \$40,550 to provide construction documents and permitting for the budgeted parking lot expansion, pickleball court and Palatine Trail connection to Tom T. Hamilton Reservoir/Ron Gbur Sports Fields. When staff presented the entire master plan of Hamilton Park, Supt. Tynczuk said that the Board gave consensus for improvement of the certain features including the path, pickleball courts and the parking lot as phase-1, which would be part of the 2018 budget in the amount of 1M for capital projects. Commissioner Gould questioned if the Park Board has seen more specific plans regarding this request prior to tonight. Tynczuk said that staff does not have new drawings displaying the identified projects only the original conceptual plans. Commissioner Gould has concerns of not having the specifics to review since the Park Board has not talked about the plan in details; and, Commissioner Gould expressed uneasiness with the placement of the proposed road regarding safety and all the activity between winter sledding, people walking their dogs, etc. Director Clark recalled to back when the Park Board reviewed the site plans initially and reviewed the process to date with Supt. Tynczuk taking direction from Board feedback and consensus of the first priority selection for improvements including the parking lot, path and pickleball courts after discussion to prioritize the amenities into phases; and, then to fund 1M in the 2018 capital budget for Hamilton Park improvements. Discussion ensued regarding the additional access road into Hamilton Park. Commissioner Gould feels that we are getting way ahead of ourselves with the plans since we did not vote on the improvements and Commissioner Gould would like neighborhood awareness before moving forward. Commissioner Cozza added that the parking lot improvements will help current parking issues on the street. Commissioner Gould said that if neighbors complain about northern access of the parking lot and if neighbors have other concerns with their homes since the area get very busy with high school students drivers, the District should have a community meeting for awareness; and also have information on the website for feedback. Commissioner Rogers suggested taking a step back to have actual drawings prepared and also inquired about the process of communicating the proposed projects to the public. Clark said that we can have an open community meeting, similar as staff provided for the indoor needs assessment meeting, for all interested individuals such as neighbors and the various user groups of the Park. Regarding hosting a community meeting, Commissioner Cozza said it could cause questions and maybe some other ideas. The plan is attractive to Commissioner Cozza and he believes it makes sense; and it is a good idea with service garage building; although, he understands the demands and recognizes what people do not want in the backyard. Commissioner Cozza asked for timeline to be presented at the community meeting including when Park Board had discussion of the projects along with full input on the projects with future discussion. Again, Commissioner Gould said that she wants the neighbors to have a chance to express their concerns. Commissioner Rogers inquired about process of tabling this motion with direction to hold the community meeting; and, then vote on the specific projects. Commissioner Gould moved to table the motion, Commissioner Rogers second the motion; there was consensus of the Board of Park Commissioners to table the motion with direction to organize a community presentation with notice to neighborhood residents and park user groups. The following is the result of tabling the motion:

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

NAY: None

ABSENT: Terry Ruff

Motion tabled.

The Park Board reviewed the previously distributed drawings from Pulte Homes, the illustrative site plan for the 77 home development and a sketch of the playground for the proposed Canterbury Crossing at the Loeber Farms' neighborhood development. Director Clark recapped his meeting with Mr. Sagen and Mr. Mastrorocco regarding the site plan. Looking for Board input and feedback on the concept plan presented, Clark noted the Commissioners' comments and feedback including inquiry of the development having a Homeowners Association; request of north emergency access point and on west section for connectivity to other neighborhoods and path access; regarding the perimeter fence perhaps open areas on the west section throughout the trail area, open space preservation and the pond areas; playground maintenance inquiry; etc. Clark will include the feedback on his letter to Mr. Sagen.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark highlighted many report items including the recent Dove Park and Hawthorne Park playground campaigns, staff received over 300 surveys; great job executed by the Park Department and Communications and Marketing Department. At the next Park Board Meeting, the Benefit and Fee Waiver policy is on the agenda for discussion; Clark asked the Park Board to consider a special meeting since it is very complex and will be a lot of information to cover. Clark complimented Asst. Supt. Ludolph on locating the mobile application product that both the baseball organization and the park district can endorse. Regarding the District procedures regarding active shooters and lock-down, the Risk Manager received feedback from various staff on the current policy and inquired where we are at with new protocol; Director Clark said that it will take time to create proper lockdown protocol; staff is putting a packet together and a plan to address some of the concerns. Highlighting the successful communication method which staff used for the recent playground feedback campaigns, Commissioner Cozza said that staff should use a similar method to promote the awareness of the proposed Hamilton Park's community meeting; it is a great way to reach out to individuals.

Regarding the Motorola property TIF and Zoning District meeting at the Village of Schaumburg that Director Clark attended with Commissioner Cozza and Supt. Williams, Commissioner Cozza said that he observed the request for zoning approval was very open and general; therefore, giving flexibility within the project master plan. Commissioner Cozza commented to the Zoning Board that they might want to be more cautious with allowing such flexibility of business and residential zoning restrictions when selling to the developers, which was insightful to the Zoning Board and their attorney. Regarding Commissioner Cozza's remarks, it appeared that the approval was delayed so that the Zoning Board could take time for further consideration to the zoning areas. The attorney mentioned that he wants this proposal to be goals instead of requirements of the agreement. Commissioner Cozza shared other connectivity thoughts regarding the Motorola project with the Park Board and staff.

Commissioners' Comments

Commissioners Cozza mentioned that former Commissioner Wally Degner is home and feeling better after his hospital stay.

Regarding future agenda matters, Commissioner Cozza said that the District should arrange for staff recognition regarding the recent incident at Community Center.

Adjournment

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

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

NAY: None

ABSENT: Terry Ruff

Motion passed at 8:39 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

/s/ Trish Feid
Secretary

/s/ Nicholas Sawyer
President

Next scheduled Park Board meetings:

March 27, 2018
April 10, 2018
April 24, 2018
May 8, 2018
May 22, 2018