



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 24, 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

Tina Becke, Asst. Supt. of Finance

Donelda Danz, Asst. Supt. of Recreation

Jim Holder, Asst. Supt. of Parks

Joshua Ludolph, Asst. Supt. of Facilities

Phil Riskin, Human Resource Manager

Cheryl Tynczuk, Landscape Architect

Kelli Hedding, Falcon Park Recreation Manager

Jill Kernan, Facilities Coordinator

Vito Manola, Facilities Coordinator

Brian Harrison, Facility Support

Will Brown, Park District Student Intern

Trish Feid, Secretary

Citizens and Guests

Bob Alexander, Palatine Hills Golf Association

Matt Roberts, Celtic Soccer

Steve Adams, Park District Attorney; Tressler LLP

APPROVAL OF AGENDA

Commissioner Rogers moved and Commissioner Sawyer seconded that the agenda for the meeting be approved. Director Clark requested to add item 2(c)(11) to executive session. By a voice vote, the agenda for the regular meeting of March 24, 2015 was 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 items posted on the consent agenda. Commissioner Sawyer 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: the Special Workshop Meeting Minutes of March 9, 2015; Regular Meeting Minutes of March 9, 2015; Approval of January 2015 Treasurer's Report; Approval of February 2015 Treasurer's Report; and Approval of Warrant #6. 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 upcoming events. Regarding the association marking its 45<sup>th</sup> anniversary, the group plans to have their brochure updated and displayed throughout the golf course, pro shop and clubhouse. Continuing, Mr. Alexander informed the Board about the loss of longstanding member and former President of Palatine Hills Golf Association, Mr. Ernest "Ernie" Sakowicz. The Park Board thanked Mr. Alexander for his report and expressed empathy for the loss of his colleague.

Director Clark and President Gould acknowledged Jill Kernan; President Gould awarded and read Resolution #15-02, on behalf of the Park Board, residents and employees, giving public recognition to Jill's outstanding contributions to the Palatine Park District as Facilities Coordinator. Continuing, President Gould said that this resolution is now part of the permanent record of the Palatine Park District and a copy of this resolution has been presented to her as a tribute from the community. Commissioner Cozza moved and Commissioner Rogers seconded that the Park Board of Commissioners adopt Resolution #15-02 for recognition and appreciation of Jill Kernan. President Gould requested a voice vote; the Resolution was unanimously accepted. The Board and staff thanked Jill for her sixteen (16) years of dedicated service and wished her well in her retirement.

Supt. Nagle introduced employee Vito Manola to the Park Board, adding that Vito has been part of the Park District for a number of years working in several part-time positions. Manola now embarks on his new full-time status as Facilities Coordinator; he is thankful for this new role and for the opportunity of working with Jill Kernan, adding those are big shoes to fill. He is very excited to be here; the Park Board welcomed him in his new position at the Park District.

Supt. Williams introduced Park District's student intern, Will Brown, to the Park Board. Brown said that he is grateful having this experience; he has enjoyed learning from Fitness Coordinator Peldiak, adding that it has been great working at the Palatine Park District, being involved with patrons, programming and providing personal training sessions. In response to the Board, Brown said that he is a graduate of Eastern Illinois University; his majors include kinesiology and exercise science. He thanked the Board and staff for the opportunity to be part of the Park District; the Board welcomed him.

President Gould introduced Mr. Roberts, Celtic Soccer Club Board President, to the meeting to review the 2014 Annual Celtic Soccer Report. Mr. Roberts said that the Celtic Soccer program experienced another successful season providing for both house and travel participants. The program continues to provide a variety of clinics, trainings and seminars which are valuable for the players, parents and coaches. He gave compliments to the coaches and volunteers, their commitment adds to the success of the program. Regarding the new format of the soccer program with splitting seasons, this change was implemented due to the Celtic program survey responses, which seems to be working out as there is interest with both sessions giving participants flexibility. Mr. Roberts thanked the Board and staff; we could not provide quality programs for the community without the Park District support. Also, he mentioned that the turf fields are a benefit to the program and we receive many compliments during the tournaments. In response to Commissioner Cozza's question, Mr. Roberts said that although there is an interest in additional turf fields within the Community, we cannot commit until the reimbursement of Celtic Park's turf fields is fulfilled. Park Board and staff thanked Mr. Roberts for his report.

### DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Parks and Planning Department Report. During this prolonged winter, Supt. Tynczuk reported that the Trades Crew, along with the Parks Crew, have accomplished many indoor tasks; now with the warmer weather, the Parks Crew are completing current outdoor responsibilities. In response to President Gould's question about Dutch Schultz Park area at

Palatine Hills Golf Course, Tynczuk said that the shelter renovation is underway.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle highlighted the golf course opening weekend of play for the season. Nagle gave recognition to ICompete staff with receiving a \$1,000 grant. On behalf of the District, he acknowledged Palatine Hills Golf Course, Cutting Hall Performing Arts Center, Fred P. Hall Amphitheater and Palatine Trail which were highlighted in the Daily Herald as four of the top picks in the Daily Herald Reader's Choice contest.

The Board reviewed the previously distributed 2014 Annual Fall Program Evaluation Report. Due to the implementation of the new recreation and registration software systems which were top priority requiring staff collaboration, Supt. Williams apologized for the slight delay with finalizing the data for the fall report. Williams mentioned that staff is evaluating the Turkey Trot event since there are many local race events hosted on Thanksgiving Day. Pointing out the recent restructuring of the fitness program format, Williams said that registration numbers for the fitness program appear to be down; it is a matter of participants registering for programs which offer multiple classes. Continuing, Williams said that with the new recreation software we will be able to identify more detailed statistics when we create reports. Commissioner Cozza asked about the swim team's pool situation in regard to meeting their needs with indoor pool time when several pools are under renovation for the next two years. Asst. Supt. Danz said that we are working on it with many avenues and have been told that we will be worked into the schedule. In response to Commissioner Cozza's question, Williams said that staff is aware of the Spirit Cheer team needing additional indoor practice space. Staff is working on improvements to many of our programs in cooperation with various entities as programs' scenarios have changed, developed and improved.

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 approval of Palatine Celtic Soccer Labor Day Tournament request. Commissioner Sawyer moved and Commissioner Cozza 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 4 through Monday, September 7, 2015. 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. Director Clark inquired about the tournament schedule and the potential use of Harper College; Mr. Roberts said that if Harper is available it would be great since it worked out nice last year. Commissioner Cozza mentioned that Quest Academy turf field may be available. Mr. Roberts said that the Celtic program has a good relationship with Quest Academy; we coordinate pre-season scrimmage games. Mr. Roberts thanked the Park Board and staff, the program is successful with the support. 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 pertaining to personnel policies. Director Clark said that this comes before the Board as first reading and will be presented for board approval at the next meeting. Clark asked that the Board contact him if there are any questions or changes regarding the Personnel Policy Section 3.05. Commissioner Rogers asked about the employee benefits, extending the section to cover all of the employee benefits per law. Attorney Adams mentioned that there are very specific rules and regulations to follow; the policy language supports apparent laws and updates in which the Park District complies. In response to Commissioner Cozza's question, Supt. Becker said that new employees' coverage starts the first day of the month following the month within the initial start date of employment. President Gould suggested correcting the personnel policy section number on the agenda keeping straight the various ongoing policies.

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 highlighted the all-staff meeting which went very well bringing staff up to date with policies, projects and renovations. Clark reminded the Board of the special workshop meeting on April 15 at the Senior Center from 6 p.m. until 8 p.m. Regarding the church parking lot cooperative proposal, Clark said that the parking lot will need a full replacement. In mid-April, the neighboring entities supporting the project will be attending a meeting to discuss plans. Per Board request, Clark introduced to the Park Board, Mr. Steve Adams, partner with Tressler LLP, our District's legal counsel firm. Adams said that he enjoys working with staff, and added that staff throughout the entire organization is very busy with various matters of the District. He appreciates the opportunity meeting with the Park Board. He encouraged the Board to reach out to him directly with any questions, thoughts or concerns; and he would like to establish open communication. Continuing, he said that his role is to protect interests on behalf of the District, taxpayers and residents. Adams named some of the completed and ongoing project items from the summary which was presented at the meeting. Once again, Adams offered his availability to answer questions, attend future Board Meetings, and his attendance at varied District functions and events; stressing that knowing more about the District and community, he can better serve the Palatine Park District.

#### COMMISSIONERS' COMMENTS

Regarding the upcoming Park Board election, Commissioner Rogers wished them well.

Regarding future agenda items, Commissioner Sawyer inquired about the practice hole area at Palatine Hills Golf Course. Director Clark said that we are working with a golf consultant to analyze cost, design, expenses and revenues, once completed it will be presented to the Board; Clark said that we have several projects District wide to consider.

#### 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); Section 2(c)(7) Open Meetings Act (discussion of the sale or purchase of securities, investments or investment contracts) and Section 2(c)(11) Open Meetings Act (discussion of pending, or probable and imminent litigation). Commissioner Cozza moved and Commissioner Ruff seconded the motion, which was unanimously approved by 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 passed at 8:09 p.m.

RETURN TO OPEN SESSION

The Board reconvened in open session at 9:03 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 and investments of the District; 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.

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

NAY: None

ABSENT: None

Motion passed at 9:03 p.m.

Respectfully submitted,

Trish Feid  
Park Board Secretary

ATTEST:

APPROVED:

/s/ Trish Feid  
Secretary

/s/ Susan Gould  
President

Next scheduled Park Board meetings:

April 14, 2015  
April 15, 2015 Special Workshop Meeting  
April 28, 2015  
May 12, 2015