



Minutes of a Regular Meeting of the Board of Park Commissioners of the Palatine Park District, Cook County, Illinois, held in the Palatine Park District Community Center, in said District, at 250 E. Wood Street, Palatine, Illinois on May 26, 2015 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

Michael 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

Phil Riskin, Human Resource Manager

Cheryl Tynczuk, Landscape Architect

Patrick Griffin, Aquatics Manager

Tony Gallagher, Swim Team Coordinator

Trish Feid, Secretary

Citizens and Guests

Bob Alexander, Palatine Hills Golf Association

Graham Nelson

Susan Dee Dunne

APPROVAL OF AGENDA

Commissioner Sawyer moved and Commissioner Gould seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of May 26, 2015 was approved as presented.

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

NAY: None

ABSENT: None

Motion carried.

APPROVAL OF CONSENT AGENDA

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Rogers 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: Regular Meeting Minutes of May 12, 2015; Approval of Ost Field Playground Seating Area; Termination of Contract with KGI Landscaping 2015 Mowing Services; Approval of Contract for KCG Management; and Approval of Warrant #10. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

MATTERS FROM THE PUBLIC

Mr. Alexander, Palatine Hills Golf Association (PHGA) liaison, shared a PHGA tradition with the Park Board. On Memorial Day, the association with family members and friends gather at Palatine Hills Golf Course to

honor and memorialize past members. On the grounds, there is a plaza area with names engraved on various bricks. The Board thanked Mr. Alexander for his report and commented on the special service honoring past members.

Swim Team Board members, Mr. Nelson and Mrs. Dunne provided a presentation highlighting the year-round swim team's programs, competitions events, fundraising efforts, earned college scholarships opportunities and the numerous volunteers within the program. Swim Team's Board President Nelson complimented Aquatics Manager Griffin and Asst. Supt. Danz; he said that they are always dedicated and positive on behalf of the program. He also expressed gratitude to Swim Team Coordinator Gallagher and other coaches. Continuing with the annual report, he said that enrollment is at the highest; and he stressed encouragement for an indoor pool. Mr. Nelson thanked the Board and staff for the support of the swim team program. The Board and staff thanked Mr. Nelson for his report and complimented his passion for the swim team program.

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Parks and Planning Department Report. Regarding the recent issue of maintaining the District's landscaping, Supt. Tynczuk said staff had to scramble keeping up with the mowing; therefore, foregoing the annual tasks. After his recent visit to Margreth Riemer Reservoir, President Cozza said that the grass area looked impressive.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle gave updates on the busy spring and challenging weather, complimenting golf staffs' contribution to the success with the performance on the golf course. Other items mentioned included the golf course practice hole project's evaluation which will be presented in June; and highlights of the various events hosted last weekend including the kick-off of Foot Golf as one of the activities offered at the Head to the Hills event. The six (6) hole course was successful and the game of Foot Golf was enjoyed by many new faces at the golf course.

President Cozza 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 Administrative Policy Manual Section 2.15.1; Criminal Background Checks. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve Section 2.15.1 of the Administrative Policy Manual; Criminal Background Checks as presented, and direct staff to register with Southeastern Security Consultants, Inc. (SSCI) as part of the Operation TLC – Making Communities Safe Program to conduct nationally based criminal background checks on all staff, volunteers and affiliate volunteers. The motion was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the Approval of Ordinance #15-08; Disconnection of Bradwell Estates Property. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve Ordinance #15-08, an Ordinance disconnecting

property known as Bradwell Estates in accordance with the existing intergovernmental agreement with the Hoffman Estates Park District. The motion was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to an award of change order #1; Community Center Façade Improvement Project. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve Change Order #1, for an amount not to exceed \$46,000, for the installation of windows associated with the façade improvement renovation project at the Community Center. In response to Commissioners Rogers and Gould’s questions, staff will confirm status of room IG windows’ replacement as part of the renovation process. The motion was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to approval for recommendation to select primary bank of District’s operations. Commissioner Sawyer moved and Commissioner Ruff seconded that the Board of Park Commissioners accept staff’s recommendation and select Palatine Bank and Trust for its primary banking relationship. This recommendation is based on a three-year commitment. Discussion ensued; the Board directed staff to respond to each of the banks, providing a letter informing them of Subsection-S removal from the original Request for Proposal (RFP) document. Therefore, offering opportunity to amend their submittal. The motion for recommendation to select the primary bank was unanimously denied by a roll call vote as follows:

AYE: None

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

ABSENT: None

Motion rejected.

The Board reviewed a previously distributed board summary pertaining to approval of a revised District Mission Statement; and review of staff values. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners approve the District’s new Mission Statement and Values as presented. After hearing the responses from various Board inquiries regarding the proposed new mission statement, staff was directed to modify the current mission statement and to bring back for Board approval. It was also suggested that the existing mission statement be divided into two announcements. The first sentence can create a statement referencing who the District is; consequently, leaving the second sentence as the Park District Mission Statement. The Commissioners commented on the list of values that staff selected; the list indicates very good standards for the District. The motion to change the District’s mission statement was unanimously denied by a roll call vote as follows:

AYE: None

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

ABSENT: None

Motion rejected.

President Cozza 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 reminded the Board that the approval of Personnel Policy Section 3.7.0 – 3.7.5 is scheduled on the next agenda. The proposed electric sign board for Community Center is under further review and the planned funds possibly will be used for other publicizing needs; also, staff will inquire about the Palatine Park District's name to be identified on the building arch entranceway as part of façade improvements. The audit will be completed and presented at the June 23 Park Board meeting. The annual staff holiday party is scheduled for Saturday, December 12. Commissioner Rogers requested a closed session meeting on June 9; also directed staff to hold off on posting the legal RFQ document.

COMMISSIONERS' COMMENTS

Commissioner Sawyer gave compliments regarding the nice job with the erosion project at Willowwood Park.

In regard to a Harper College student's letter to Commissioner Gould, staff responded that it would be difficult to plow the entire trail. Commissioner Gould highlighted the busy weekend in Palatine. Commissioner Gould enjoyed the Cemetery Walk and the Head to the Hills event; it was great seeing people new to the golf course and watching everyone having a great time with their kids.

President Cozza mentioned that the unusable brick pavers were welcomed by many residents. Once again, he complimented the grounds of the disc golf course. Also, President Cozza agreed with Commissioner Gould on the community participation at the Head to the Hills event; families enjoying the various activities.

Regarding future agenda items, no topics were presented.

ADJOURNMENT

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

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

NAY: None

ABSENT: None

Motion passed at 8:53 p.m.

Respectfully submitted,

Trish Feid,

Park Board Secretary

ATTEST:

APPROVED:

/s/ Trish Feid
Park Board Secretary

/s/ John Cozza
Park Board President

Next scheduled Park Board meetings:

June 9, 2015
June 23, 2015
July 14, 2015