



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 July 14, 2015 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

John Cozza, President
Terry Ruff, Vice President
Jennifer Rogers
Susan Gould

Commissioner Absent

Nicholas Sawyer, Treasurer

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

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

Carl Arthur, Palatine Park Foundation

APPROVAL OF AGENDA

Commissioner Gould moved and Commissioner Ruff seconded that the agenda for the meeting be approved. Director Clark asked to add Section 2(c)(1) of the Open Meetings Act to be included within the closed session discussion. Through a voice vote, the agenda for the regular meeting of July 14, 2015 was unanimously approved as amended.

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried as amended.

APPROVAL OF CONSENT AGENDA

The Board reviewed the previously distributed consent agenda items. Commissioner Gould moved and Commissioner Rogers seconded that the consent agenda be approved. By a roll call vote, the following items under the consent agenda were approved as submitted: Regular Meeting Minutes of June 23, 2015; and approval of Warrant #13. The result of the roll call vote follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried.

MATTERS FROM THE PUBLIC

President Cozza welcomed Palatine Park Foundation Board President Mr. Carl Arthur to the meeting. Mr. Arthur highlighted the past year's events and activities; also, he provided an awareness of contributions to the park district scholarship fund and protocol; he mentioned the upcoming annual fundraiser event

scheduled for Monday, October 26 at Dirty Nellies from 6 p.m. to 9 p.m. Mr. Arthur invited members of the Park Board to attend a Foundation Board Meeting. The Board thanked Mr. Arthur for his involvement on behalf of the District.

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Finance and Personnel Department Report. Supt. Becker distributed bound copies of 2014 Annual Audit Report, which had no significant changes; and, the 2014 Annual Financial Report. Appropriate filings are complete. Regarding the search for the District's new broker concerning employees' health insurance provider, President Cozza, liaison to Employee Health Insurance, has joined staff during the interview process. Becker added that we have a few more candidates scheduled; staff plans to include the broker contract on the next Park Board agenda. In response to Commissioner Gould's inquiry, staff has been following precautionary procedure with the matter. Lastly, staff will be working on directives from the auditor's management letter; President Cozza added that Sikich's report and presentation of the audit was top-notch.

The Board reviewed the previously distributed Recreation Department Report. Supt. Williams said that staff is in the busiest season of the District. Various topics mentioned included thoughts on mid-season pool pass; also, many pool closure days due to inclement weather activity causing challenges with the swim lesson program and staffs' consideration of extending the water aerobics punch card for usage into 2016 pool season. President Cozza mentioned great music entertainment that the Sounds of Summer program is presenting at the amphitheater. Appreciating the good music, President Cozza highlighted that on August 14 for the grand finale will be a highpoint of the program with the band, Lance Lipinsky and The Lovers.

President Cozza noted there were no other Departmental Reports. The Board thanked staff for their reports.

The Board reviewed a previously distributed board summary for the approval of Personnel Policy Section 3.8.0 – 3.8.6. Commissioner Gould moved and Commissioner Ruff seconded that the Board of Park Commissioners approve Personnel Policy Manual Section 3.8.0 – 3.8.6; Health and Safety, as presented. President Cozza requested a roll call vote; the motion was unanimously approved as follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried.

The Board reviewed a previously distributed board summary, report and various data regarding the review of Pellucid Market Study and Operations Review of Palatine Hills Golf Course. Pellucid Corporation was hired upon staff recommendation to provide an overall evaluation of the golf operations, assess the current golf trends and consider the performance of Palatine Hills Golf Course against those trends; and, neighboring competitors. Staff requested that the report provide an opinion and insight into our plans for the practice facility enhancement. Supt. Nagle mentioned many highlights of the report including positive findings of staff along with facility's operations and course maintenance. Regarding anticipated improvements, Commissioner Ruff said that he would like to see revenue projections with what is proposed for the golf course facility. Nagle said that in attendance at the next Board meeting will be Supt. Helms and Golf Professional Hotchkin to present and review in further detail the report's findings; they will provide support of the proposed direction along with revenue projections and a model for comparison and rationale. Discussion ensued; Nagle suggested forwarding additional feedback as staff will be preparing for

the next Board meeting. The Board commented that it was a good report from Pellucid Corporation regarding Palatine Hills Golf Course.

The Board reviewed a previously distributed board summary for the approval of recommendation to select a primary bank of the District's operations. Commissioner Gould moved and Commissioner Ruff seconded that the Board of Park Commissioners accept staff recommendation and select Palatine Bank and Trust for its primary banking relationship. This recommendation is based on a three-year commitment. President Cozza requested a roll call vote; the motion was unanimously approved as follows:

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

NAY: None

ABSENT: Nicholas Sawyer

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. Upon checking the Community Center building's renovation process, Director Clark said that he ran into Village staff member Harry Spila and various representative of the construction company. Construction crews were installing the first pre-cast walls and various other tasks. Crews will continue to work on applying the membrane and brackets to the existing walls of the Park District side of the building. Regarding the follow-up of Cutting Hall's bat sighting, Asst. Supt. Ludolph attended the observation testing and he was glad to report that no activity was discovered. The company believes this was an isolated occurrence. Commissioner Gould asked about informing our resident in general about precautions in the areas where bats tend to gather since there has been many sightings throughout the community. Another topic mentioned, Clark said that staff is in process of testing and execution of the new procedure in place regarding criminal background checks. Clark gave updates on the timeline of St. Paul parking lot project. Clark, along with fellow staff, are experiencing great rapport with the District's new lead attorney, Andrew Paine. The administrative office renovation project's bidding process will commence shortly; demolition to start in August with completion of project in late October. Clark and Landscape Architect Tynczuk met with Michelle Kelly from Upland Design; there will be a special presentation of the proposed Legacy Plaza at the next Palatine Park Foundation Board meeting on August 13. Clark envisioned this project as an avenue to honor and memorialize individuals within the community in an esteemed beautiful setting; thoughts to have the Foundation forefront the campaigning.

COMMISSIONERS' COMMENTS

Commissioner Ruff thanked staff for the preparation involved with the 4th of July parade; great job. Commissioner Ruff attended many of the Park District's activities last weekend including the swim meets, which he noted that Tony Gallagher, the head coach, does a great job with the swim team. Also, Commissioner Ruff attended PYB's baseball day event and observed that everyone was having a good time; then off to PHGC for a golf game with a little rain. Again, Commissioner Ruff gave compliments to staff on the various events and activities during the District's busy season.

Commissioner Gould thanked staff for the parade carts also; the parade was very successful with many spectators. Regarding the upcoming Canine Carnival event, Commissioner Gould said that she will be attending to a booth; she is looking forward to the fun event and seeing the 4 legged participants.

Commissioner Rogers agreed with the parade arrangements; it was an excellent job by staff and added

compliments to her driver. Commissioner Rogers also noted the closeness of the gathering young crowd while parading making it difficult at times to navigate through.

A broken slide at a school playground was brought to President Cozza's attention during a visit with a friend. Staff discussed some ideas to possibly assist; Supt. Williams will present staffs' ideas and thoughts at the D15 meeting regarding C.A.R.E.'s disbursements on behalf of the school and the park district. Also, Supt. Tynczuk will pass on beneficial information.

Regarding requested 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 for Sections 2(c)(1), 2(c)(5) and 2(c)(6) of the Open Meetings Act. Commissioner Gould moved and Commissioner Ruff seconded the motion that the Board of Park Commissioners close this portion of the meeting to the public and convene in executive session under Section 2(c)(1) Open Meetings Act, (discussion of appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, including hearing testimony on a complaint lodged against an employee to determine its validity); 2(c)(5) Open Meetings Act, (discussion of the purchase or lease of real property for the use of the District); and Section 2(c)(6) Open Meetings Act, (discussion of the setting of a price for the sale or lease of property by the District), which was unanimously approved by a roll call vote. The result of which follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion passed at 8:17 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 Rogers seconded the motion which was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion passed at 9:09 p.m.

ACTION ON MATTERS CONSIDERED IN CLOSED SESSION

President Cozza said that the Board met in executive session for the purpose of discussion; President Cozza 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 Gould seconded the motion which was unanimously approved by a voice vote at 9:09 p.m.

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

NAY: None

ABSENT: Nicholas Sawyer

Motion passed.

Respectfully submitted,

Trish Feid, Secretary

ATTEST:

APPROVED:

/s/ Trish Feid, Secretary

/s/ John Cozza, President

Next scheduled Park Board meetings:

July 28, 2015
August 11, 2015
August 25, 2015