



Minutes of a Regular Meeting of the Board of Park Commissioners of the Palatine Park District, Cook County, Illinois, held in the Community Center, in said District, at 250 East Wood Street in Palatine on Tuesday July 26, 2016 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

Terry Ruff, President
Nicholas Sawyer, Vice President
Jennifer Rogers, Treasurer

Susan Gould
John Cozza

Staff Present

Mike Clark, Executive Director
Keith Williams, Supt. of Recreation
Ed Tynczuk, Supt. of Parks & Planning
Steve Nagle, Supt. of Facilities
Elliott Becker, Supt. of Finance
Cheryl Tynczuk, Supt. of District Services & Projects

Donelda Danz, Asst. Supt. of Recreation
Tina Becke, Asst. Supt. of Finance
Joshua Ludolph, Asst. Supt. of Facilities
Jim Holder, Asst. Supt. of Parks & Planning
Phil Riskin, Human Resource Manager
Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests

Bob Alexander, PHGA

Andrew Paine, Park District Attorney

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 July 26, 2016 was approved.

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

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 Gould 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 July 12, 2016; Closed Session Minutes of July 12, 2016; and Warrant #14. In regard to Commissioner Gould's question, Asst. Supt. Becke will follow-up on the warrant inquiry of the Edible Arrangements' purchases. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Comments from the Audience

Palatine Hills Golf Association (PHGA) liaison, Mr. Alexander, reported that the association's next meeting is on August 10 at the Clubhouse. Mr. Alexander highlighted that PHGA has 160 members. The Park Board

thanked Mr. Alexander for his report.

Departmental Reports

The Board reviewed the previously distributed Finance Department Report. Supt. Becker said that he has received the implementation schedule for the new finance software system; the completion date is March 20, 2017; Becker complimented IT Manager Mangum regarding his support, which is appreciated and extremely helpful during this changeover. Regarding the recent District cash flow presentation with Mr. Matthew, Becker highlighted the Park District's investment portfolio which follows the department report. Becker distributed bank documents for Park Board signatures; the transition of banking needs was previously Board approved.

The Board reviewed the previously distributed Parks and Planning Department Report. Supt. Tynczuk said that the landscaping in front of Community Center is now complete since the exterior renovation is finally finished. The parkway area across from Community Center's entrance will need another repair; also, the seating structure, trash receptacles and recycling containers will be installed tomorrow near Community Center's front entrance area. Various report items were mentioned including the bid opening tomorrow for playgrounds at Hamilton Reservoir/Gbur Sport Fields and Chickadee Park. In response to Commissioner Ruff's question, Tynczuk said that the exterior lights for Community Center's posts are reordered since the previous order has vanished. Discussion ensued regarding Commissioner Cozza's comment on the garage building off of Palatine Road; once the (in progress) space needs assessment is completed, staff will address the project.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle gave compliments to golf staff with overseeing many great events; and, Nagle highlighted June's numbers at the golf course which have turned around boosting the revenue. Nagle reviewed the ongoing space needs assessment development; noting upcoming dates for an open house on August 22 and a special Park Board Meeting on August 23. Other departmental items mentioned include compliments to facilities staff regarding rentals; the District has received many positive comments from rental surveys. ICompete participation numbers are increasing within the regular programming activities and the various summer clinics, Nagle highlighted the great information regarding the ICompete program which is included within the department report.

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

New Business

The Board reviewed a previously distributed board summary for approval of the Combine Services Facility (CSF) Back-up Generator. Commissioner Cozza moved and Commissioner Sawyer seconded that the Board of Park Commissioners approve payment of \$59,276 to the Village of Palatine for 28% of the cost to install a backup generator, the necessary electronic switching gear and automatic transfer switches at the Combined Service Facility. The motion was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for the approval of Bid; Cutting Hall Theater Rail Project Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners award the bid received for the Cutting Hall Light Rail Project to K.M. Holly Construction Co.

Inc. of Tinley Park, Illinois for an amount not to exceed \$130,150 and authorize staff to sign and execute the contract accordingly. The motion was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

President Ruff 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 said that staff and the health insurance broker representatives are working on the District's health insurance renewal; we are looking for areas to negotiate; exploring all opportunities to be cost-effective; and, provided staff with a survey to identify their network of doctors. Clark said that the parcel appraisals are finished; copies have been provided to District 15, more discussion to follow in closed session after tonight's regular meeting. Clark reported that the Park District's inclement weather policy worked out very well; staff did a great job with safeguarding participants and themselves; Clark was happy to add that no incidents occurred during the excessive heat. The recently acquired stationary spin bikes, which were declared surplus items, are in storage at the moment. Clark wanted to thank Supt. Williams and Asst. Supt. Holder for their efforts with securing and transferring the spin bikes; staff is exploring programming with the stationary bikes. Clark is hearing great feedback from folks regarding the Harper College project in the community; Clark said that the Board will start to see invoicing of scheduled costs; Supt. Becker is using the funding plan with no negative impact for the District. Regarding Commissioner Cozza's request, Clark said that staff will upload Harper College Building M's final design to the cloud for viewing. Regarding another federal mandate, Clark said that this is frustrating financially, and it would be helpful if there was a managed approach with the newest FSLA ruling of having a minimum annual salary of \$47,476 for any and all exempt employees; we may have an impact of an additional \$22,000 with adjusted salary costs.

Commissioners' Comments

Commissioner Rogers mentioned the task force meetings with the stake holders. In preparation of the special meeting concerning the indoor space needs assessment with the Park Board on August 23, Commissioner Rogers provided the Park Board with a few questions to contemplate regarding patrons' experiences with consideration to the Park District Mission.

Commissioner Cozza commented on the preliminary costs with the health insurance renewal, a substantial increase which is a setback from last year's plan. In regard to Commissioner Cozza's inquiry of drainage issues on one area of the field at Falcon Park after it rains, staff is aware and has a plan with dirt fill-in.

Commissioner Gould said she has received compliments with the Harper College partnership along with sharing the news of Harper's residency opportunities for Building M. Regarding adult soccer for women, Commissioner Gould shared a comment she received, President Ruff added that there are men's teams if interested. Lastly, Commissioner Gould mentioned the R.A.H. raffle, which is this Friday night; the event is free to attendees.

Commissioner Sawyer said that he is happy to hear about the seating area in front of Community Center; it will be well used.

President Ruff complimented the staff at Eagle Pool, staff closed and reopened the pool three times,

moving patrons before the alarms went off during the storm event. Regarding the unknown with the upcoming revised affiliate agreement with travel participants, President Ruff said he spent a considerable amount of time talking to a concerned parent. Clark reiterated that we are nowhere near completion with the revised agreement; unfortunately, there has been reaction. Discussion ensued. Clark suggested to President Ruff having the individual call him. Staff has intentions to develop different levels/classifications within the revised affiliate agreement to match different types of groups, recognizing the size, scope, ability and needs; setting the awareness to protect all involved. The affiliate programming has evolved; the last revision to the affiliate agreement was in 1972. Regarding the special meeting for the indoor space needs assessment on August 23, President Ruff will not be available to attend.

Regarding future agenda items, President Ruff said no items were presented.

Executive Session

President Ruff requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Gould moved that the Board of Park Commissioners go into closed session for discussion of 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)(6) Open Meetings Act (discussion of the acquisition or lease of real property owned by the District) and Section 2(c)(11) Open Meetings Act (discussion of pending, or probable and imminent litigation against, affecting or on behalf of the District) Commissioner Rogers seconded. This was unanimously approved by a roll call vote. The result of which follows:

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

NAY: None

ABSENT: None

Motion passed at 7:55 p.m.

Return to Open Session

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

NAY: None

ABSENT: None

Motion passed.

Action on Matters Considered in Closed Session

Regarding the items of property, President Ruff said that the Park Board met in executive session for the purpose of discussion; no action at this 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 Sawyer seconded the motion which was unanimously approved by a voice vote.

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

NAY: None

ABSENT: None

Motion passed at 9:19 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

/s/ Trish Feid
Secretary

/s/ Terry Ruff
President

Next scheduled Park Board meetings:

August 9, 2016 new location
August 23, 2016
September 13, 2016