



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 in Palatine, on August 11, 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

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
Phil Riskin, Human Resource Manager & Safety Coord.
Cheryl Tynczuk, Landscape Architect
Trish Feid, Secretary

Citizens and Guests

Bob Alexander, PHGA

Joe Petykowski, Palatine Historical Society

APPROVAL OF AGENDA

Commissioner Gould moved and Commissioner Sawyer seconded that the agenda for the meeting be approved. Through a voice vote, the agenda for the regular meeting of August 11, 2015 was unanimously approved.

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

NAY: None

ABSENT: None

Motion carried.

APPROVAL OF CONSENT AGENDA

The Board reviewed the previously distributed consent agenda items. Commissioner Gould moved and Commissioner Sawyer 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 July 28, 2015; Resolution #15-04 for 2015 Northwest Special Recreation Association Member District Contribution; Resolution #15-05 regarding Recognition of Linda Griffin; and Warrant #15. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Finance and Personnel Department Report. Highlighting some of the general comments, Supt. Becker said that the new software system of Rec Trac/VSI has shown great improvements with usefulness. Regarding the newly implemented time and attendance software, Becker said that staff is ahead of schedule. Also, staff is very close to presenting the monthly financial

statements to the Park Board since staff is catching up with integrating data from AEK, the previously used recreation and registration software. Other items mentioned included the District's health insurance renewal and awareness of the volunteer program and logo branding.

The Board reviewed the previously distributed Recreation Department Report. Supt. Williams highlighted several special events; the cooperative program with the Palatine Library and the Park District was enjoyed by many children and adults at Oak Park. Another supportive program mentioned was the Palatine Track and Field Night with Palatine Opportunity Center participants. The special zumba pool party and the camp programs went well; and, the swimming pools' attendance increased with the nice weather. In regard to the new provider for the park district's tennis program, staff and patrons are very pleased with the new and fresh approach of the tennis program; Williams complimented Athletic Coordinator Ranum for the success of that transition.

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

MATTERS FROM THE PUBLIC

Mr. Alexander, Palatine Hills Golf Association (PHGA) liaison, mentioned that the association will host their meeting this Thursday at the clubhouse. The Park Board thanked Mr. Alexander for attending the park district meeting.

NEW BUSINESS

The Board reviewed a previously distributed board summary for the Award of Bid; Roofing Rehabilitation Program. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the lowest responsible bidder, CSR Roofing, Oak Park IL. in the amount not to exceed \$215,950 for roofing rehabilitation on the Community Center Gymnastic area, Cutting Hall Lobby and Clayson House Carriage House. President Cozza requested a roll call vote; the motion was unanimously approved as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for the approval of purchase of a tractor through the National Joint Powers Alliance (NJPA) and an arena drag rake manufactured by ABI. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners approve a purchase order to Kubota Tractor Corporation in the amount not to exceed \$25,320 for the acquisition of the Kubota Tractor; and, a purchase order to ABI (Absolute Innovations, Inc.) the manufacturer of the TR3 Rake Arena Drag, in the amount not to exceed \$4,500. Therefore, for approval of a combine total not to exceed \$29,820 for the two items: tractor and drag rake. President Cozza requested a roll call vote; the motion was unanimously approved as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for the approval of St. Paul Church parking lot replacement's Intergovernmental Agreement. Commissioner Gould moved and Commissioner Ruff seconded that the Park Board of Commissioners approve the St. Paul Church Parking Lot Replacement Intergovernmental Agreement (IGA) between the Palatine Park District, Palatine Historical Society, Palatine School District 15 and the St. Paul Church as presented. With thoughts to Commissioner Gould's precaution, Director Clark said that he plans to include the parcel pin identification number within the agreement's specification exhibit. Director Clark mentioned that District 15 may have a few changes with clarification of wording within the agreement; if so, Clark will make the Board aware of such language changes. President Cozza said that the cooperative intergovernmental agreement is good; Clark added that this arrangement demonstrates very good use of intergovernmental cooperativeness since the parking lot serves as a common asset. Also, Clark complimented Supt. Tynczuk for his efforts with the parking lot project cost assessment and for his presence at the group meetings. President Cozza requested a roll call vote; the motion was unanimously approved as follows:

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

NAY: None

ABSENT: None

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. Director Clark reminded the Park Board to provide staff with comments and thoughts regarding the Comprehensive Strategic Action Plan. Since the action plan is nearly complete, Hitchcock Design Group would like to confirm any additional Park Board and/or staff feedback. Clark shared updates of the Community Center's exterior renovation project. Commissioner Ruff inquired about the garage building near the gymnastics area; Clark said that the garage project is slated within the capital plan. Also, Clark mentioned the lingering visitor around Community Center's construction site, a red tail hawk. Pictures of the hawk can be found on the District's Facebook Page. President Cozza expressed that it was disconcerting to hear the recent news about the Historical Bergman Farm's fate; Commissioner Gould agreed since the Village of Hoffman Estates along with Hoffman Estates Park District steered us to believe that there was strong community intention of preserving the farm as a museum. Lastly, Commissioner Rogers complimented Director Clark on receiving the prestigious 2015 American Academy for Park and Recreation Administration's inductee appointment; the entire Park Board joined in on congratulating Director Clark on his nomination. The induction presentation will be held during the National Recreation and Park Association (NRPA) Congress event in Las Vegas next month.

COMMISSIONERS' COMMENTS

Commissioner Gould mentioned plans for a new church fellowship to purchase the Golf Nation's property. Learning from past experience, Commissioner Gould suggested that staff mark park district property lines to avoid misconception of the availability of grassland for possible expanded church parking. Commissioner Rogers added that the marking process can be helpful even if the investor's intention of the parking lot expansion is years away. Also, Commissioner Gould mentioned email issues which started last Thursday and continued into the weekend; staff confirmed that this was an unexpected occurrence with the recent upgrade.

President Cozza shared a comment that he received regarding the pavement markings at Osage Park's parking lot; staff to confirm the direction of the arrows.

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)(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)(5) Open Meetings Act for discussion of the acquisition or lease of real property for the use of the District and Section 2(c)(6) Open Meetings Act for discussion of the setting of a value for the sale or lease of property owned by the District, which was unanimously approved by a roll call vote. The result of which follows:

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

NAY: None

ABSENT: None

Motion passed at 7:30 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, Nicholas Sawyer, Terry Ruff, John Cozza

NAY: None

ABSENT: None

Motion passed at 9:11 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 9:11 p.m.

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

NAY: None

ABSENT: None

Motion passed.

Respectfully submitted,

Trish Feid
Secretary

ATTEST:

/s/ Trish Feid
Park Board Secretary

APPROVED:

/s/ John Cozza
Park Board President

Next scheduled Park Board meetings:

August 25, 2015
September 8, 2015
September 22, 2015