



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 August 25, 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

Donelda Danz, Asst. Supt. of Recreation

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

Bob Alexander, PHGA

Bob Orseske, Vision Construction

Michelle Kelly, Upland Design Ltd.

APPROVAL OF AGENDA

Commissioner Gould moved and Commissioner Rogers seconded that the agenda for the meeting be approved. Regarding Director Clark's request and upon consensus of the Board, item 10 for potential litigation, was added to closed session for discussion. The agenda for the regular meeting of August 25, 2015 was unanimously approved as amended.

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

NAY: None

ABSENT: None

Motion carried as amended.

APPROVAL OF CONSENT AGENDA

The Board reviewed the previously distributed consent agenda items. 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 as submitted: regular meeting minutes of August 11, 2015; and warrant #16. 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.

MATTERS FROM THE PUBLIC

No discussion from the audience.

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed written Parks and Planning Department Report. Supt. Tynczuk highlighted the many tasks such as closing the swimming pools except for Eagle Pool which will remain open for swim team use. Staff is preparing for Feet Fest race event this weekend and for the upcoming Celtic Soccer Labor Day Tournament. Tynczuk provided an update on the Community Center construction project and commented that staff will be busy throughout September and October with many projects.

The Board reviewed the previously distributed written Facilities Department Report. Regarding the report, Supt. Nagle was pleased to highlight the golf statistics; also reported that the golf course had golfers participating through the newly active 3rd party web reservation opportunity. Continuing, Nagle said that the practice golf hole green renovation has started; the green has been reshaped with a new foundation. Also, Nagle mentioned the increase of bookings for birthday party events and Cutting Hall renter interest has improved, it has been a successful July. August has been very busy as staff has been preparing numerous buildings for the start of pre-school; and other cleaning needs as we prepare and get organized for Community Center’s office renovation project.

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

PRESENTATION

Director Clark introduced Michelle Kelly from Upland Design to present the proposed Palatine Park District Legacy Plaza Project designated under the Palatine Park Foundation. Clark said the intent of the project is to generate a beautiful plaza within a park area to recognize and honor individuals within the community in a serene setting that is attractive and useful for various gatherings. The presentation was first presented to the Palatine Park Foundation Board; the Foundation Board supported the idea and provided helpful feedback. Ms. Kelly explained the 3 phases of the project with specifics and visual display. The development of Legacy Plaza will be a platform based fundraising project with individual goals set per phase; it is the goal of the project to not use tax dollars. The Park Board liked the proposed project and added feedback which was similar to the Park Foundation Board’s thoughts. The Park Board and staff thanked Ms. Kelly for her presentation.

NEW BUSINESS

The Board reviewed a previously distributed board summary for the Acceptance of Construction Management and Award of Bid for Community Center Office Project. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the lowest responsible bidders per results as provided by, Vision Construction and Consulting Inc., Forest Park, IL, in the amount not to exceed \$197,309 for Community Center Office Renovation. In response to President Cozza’s question, staff confirmed the construction management’s process of accepting the lowest responsible bidders and meeting the specification on the Park District’s behalf was accomplished. President Cozza requested a roll call vote; the motion was unanimously approved.

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 Award of Bid; Community Center Indoor Track Fencing Project. Commissioner Gould moved and Commissioner Sawyer seconded that the Board of Park Commissioners accept the modified proposal provided by Dura Built Fence II Inc. and award the Community Center Indoor Track Fencing Project Bid to Dura Built Fence of Wheeling, IL in the amount not to exceed \$53,495 for the fabrication and installation of wire panels on the Community Center Indoor Track. In regard to Commissioner Gould's question on the costly proposed track fencing project, staff said that there is great expense with the process of retro fitting; the style of the proposed fence is comparable to Falcon Park's track. In response to further inquiries, staff said that some sections of Community Center's fence are in need of padding replacement; staff confirmed that the existing track fencing is not hazardous. Consensus of the Park Board was to not move forward with the replacement of the track fencing project as presented; staff was directed to either investigate other designs or just replace the damaged padding areas. If staff replaces the padding, Commissioner Ruff suggested a different color scheme for the track fencing and padding which may be more conducive to the gym area. President Cozza requested a roll call vote; the motion unanimously failed.

AYE: None

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

ABSENT: None

Motion failed.

The Board reviewed a previously distributed board summary for approval of Community Center Office and Lobby Furniture Purchase. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the purchase and installation of the new office desks and lobby furniture at a cost not to exceed \$37,000 with Business Office Systems, from Carol Stream Illinois. President Cozza requested a roll call vote; the motion was unanimously approved.

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 approval of Community Center Office and Lobby Furniture Purchase. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the purchase of new office furniture to be funded and delivered in 2016 for a cost not to exceed \$46,000 with Business Office Systems, from Carol Stream Illinois. President Cozza requested a roll call vote; the motion was unanimously approved.

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 bid for the 2015 Asphalt Maintenance Project. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the lowest responsible bidder, Hastings Asphalt Services of Harvard IL, in the

amount not to exceed \$28,748.02 for the 2015 Asphalt Maintenance Project. President Cozza requested a roll call vote; the motion was unanimously approved.

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 approval of bid for the 2015 Willowwood Park Renovations. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the lowest responsible bidder, E. Hoffman, Inc. of Lombard, IL in the amount not to exceed \$230,536 for the 2015 Willowwood Park Renovations. The proposed project is a complete park renovation including two new parks, ball field fencing, and new accessible routes from the main park path to the ball field and rerouting of the path to shelter area at Willowwood Park. In response to President Cozza's request and interest of the design of the completely renovated park, Landscape Architect Tynczuk to send the illustrations of Willowwood Park's project. Also, the project's timeline was mentioned. President Cozza requested a roll call vote; the motion was unanimously approved.

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 award of bid for FAC Swimming Pool Heaters. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the bid from Platinum Poolcare Aquatech, Ltd., Wheeling, IL, the lowest responsible bidder, in the amount not to exceed \$59,655 for the Family Aquatic Center Swimming Pool Heaters. In response to Commissioner Ruff's question, Supt. Tynczuk said that the bidding specifications identify the requested equipment and all other requirements; nonetheless, the bid responses can be drastic with costs; he added that this is not unusual. President Cozza requested a roll call vote; the motion was unanimously approved.

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 approval of Amendment to Conduct Ordinance #04-05 regarding e-cigarettes and drones. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners approve an amendment to Conduct Ordinance #04-05, an Ordinance regulating the use of the parks and property owned and controlled by the Palatine Park District, as presented. President Cozza requested a roll call vote; the motion was unanimously approved.

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 approval of Palatine Park District Mission and Values. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the updated Mission Statement and new Value Statements of the District, as presented. Director Clark added that he is working amongst staff to develop graphic art design to signify the message. President Cozza requested a roll call vote; the motion was unanimously approved.

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. Regarding the church parking lot, Director Clark said that Intergovernmental Agreement (IGA) is underway. The targeted start date for the parking lot project is early next month. Clark complimented Supt. Tynczuk with doing a great job throughout the process. Clark updated the Park Board on the healthcare findings for 2016 coverage; the District's broker will be looking into other prospects and ways to lower costs. Unfortunately, Clark reported termination of the recent photo contest that the District promoted; terms and provisions will be in place before we present future contest programs. The cooperative program with the Library, ICompete and District staff, to host a mini-library at Falcon Park; if schedules allow attending, Clark reminded the Park Board of the opening ceremony taking place on Tuesday, September 8.

COMMISSIONERS' COMMENTS

Regarding the earlier discussion of track fencing, Commissioner Ruff said that he was looking for views of Falcon Park's track online; Commissioner Ruff noted that the District's website should encompass in-depth views of all District facilities. Additional pictures and views of facilities are helpful to our patrons and future visitors. Lastly regarding information of a recent incident, Commissioner Ruff mentioned his concern of the path at Hamilton on the northeast end which is very steep; staff to add signage and investigate.

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. Commissioner Ruff moved and Commissioner Gould 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 Meeting for discussion of the acquisition or lease of real property for the use of the District) and Section 2(c)(11) Open Meetings Act for discussion of pending, or probable and imminent litigation against, affecting or on behalf of the District. The motion was unanimously approved by a roll call vote; the result follows:

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

NAY: None

ABSENT: None

Motion passed at 8:25 p.m.

RETURN TO OPEN SESSION

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

NAY: None

ABSENT: None

Motion passed at 9:44 p.m.

ACTION ON MATTERS CONSIDERED IN CLOSED SESSION

President Cozza said that the Park Board met in executive session for two items: the purpose of real property for the use of the District and potential litigation; 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 Rogers moved that the regular meeting be adjourned. Commissioner Ruff seconded the motion which was unanimously approved by a voice vote at 9:44 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:

APPROVED:

/s/ Trish Feid
Secretary

/s/ John Cozza
President

Next scheduled Park Board meetings:

September 8, 2015
September 22, 2015
October 20, 2015