



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 October 20, 2015 at 7:00 p.m.

Call to order at 7:03 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 and Planning
Steven Nagle, Supt. of Facilities
Elliott Becker, Supt. of Finance and Personnel
Donelda Danz, Asst. Supt. of Recreation
Tina Becke, Asst. Supt. of Finance and Personnel

Jim Holder, Asst. Supt. of Parks and Planning
Josh Ludolph, Asst. Supt of Facilities
Phil Riskin, Human Resource Manager and Safety Coord.
Cheryl Tynczuk, Landscape Architect
Brad Helms, Golf Course Supt.
Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests

Bob Alexander, PHGA Liaison
Bill Chamberlin, resident
Jennifer Chamberlin, resident
Jeff Wise, resident
Diana Christensen, resident
Vince Najdowski, resident
Laure Wenger, resident

Michele Graffo, resident
Frank Skorski, resident
Debbie Sander, resident
David Sander, resident
Bruce Goldberg, resident
Bob Orseske, Vision Construction and Consulting
Jim Fraghia, Vision Construction and Consulting

APPROVAL OF AGENDA

Commissioner Gould moved and Commissioner Sawyer seconded that the agenda for the meeting be approved. Regarding new business, Director Clark asked that the golf course bridge item be removed from the agenda; the contractor needs to secure insurance requirements from the sub-contractor. Through a voice vote, the agenda for the regular meeting of October 20, 2015 was unanimously 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 Gould 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 September 22, 2015; approval of the 2016 IAPD Annual Meeting Delegate/Alternates Credentials Certificate; Ratification of the Termination of Contract for Northwest Painting and Remodeling and, assume Approval of Contract for Alpha Paintworks; and, Ratification of Warrant #19. 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. Supt. Becker briefly reviewed the annual financial documents that will be on the upcoming agendas, the Truth and Taxation Resolution; the Tax Levy Ordinance and the 2016 Budget. Staff has been working on the finishing details of the employee renewal of health insurance.

The Board reviewed the previously distributed Recreation Department Report. Regarding the onset of the fall programs, many events and the start of the pre-school program, Supt. Williams said that staff has been very busy. He reported that the end of the pool season showed strong numbers in attendance; unfortunately, the weather for the majority of the summer was not favorable. President Cozza highlighted the sponsorship and volunteer numbers within the report. In response to President Cozza's questions, Williams shared the background of the P.O.C. passport program and how it is used today as part of the ICompete program.

The Board reviewed the previously distributed Parks and Planning Department Report. Since the weather has been favorable, Supt. Tynczuk reported that staff was able to complete the painting of Birchwood Pool. Tynczuk mentioned other projects such as the playground at Willowwood, which is coming along; Community Center's entrance arch is being installed; and, St. Paul Church parking lot is in the final process of paving and striping. In response to Commissioner Ruff's question regarding Community Center's new windows, Tynczuk said that the framing has been delivered.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle said that the report reflects September as a fabulous month; the Fall Fest at the Stables was well-attended and an enjoyable event with great staff support. Continuing, Nagle commended Stables Trainer Bruns and staff for their involvement contributing to the success of Fall Fest. Commissioner Ruff said that he noticed tweaks from prior years, which resulted in great improvements; a good job by staff. In response to Commissioner Rogers, staff said that the golf course typically will close for the season around Thanksgiving Day. President Cozza highlighted the five new groups that joined the golf league this year; staff added that Golf Professional Hotchkin has done a great job with making contacts.

The Board reviewed the previously distributed 2015 Summer Concert Series Report. President Cozza acknowledged Cultural Arts Coordinator Noens to present the concert series report. Noens said that there were thirteen concerts scheduled for the summer series and only one concert performance had to be canceled. Unfortunately, one of the well-attended concerts, American English, was cut short due to inclement weather. The winner of the Weber propane grill was Karen Pearson of Palatine, which is the annual prize of the concert series program donated by Palatine Ace Hardware. Regarding planning for next year, President Cozza mentioned utilizing sign boards to advertise upcoming events; it is a great way to promote and inform the public; he suggested possibly adding additional information of the performers and the type of band. Responding to Commissioner Rogers' question, Noens said that staff will try rescheduling concert rainouts; occasionally it can be worked out. For an example with the canceled lunch concert, the band was able to perform for the annual Fall Fest event which was a hit for our visitors.

MATTERS FROM THE PUBLIC

Cultural Arts Coordinator Noens introduced Dr. Bruce Goldberg, who was the nominated Palatine Park District's IAPD volunteer of the year. Dr. Bruce Goldberg received his honors at the IAPD's Best of Best Awards at Chevy Chase accompanied by staff and members of the Children Chorus group. Noens

complimented Dr. Bruce on his seventeen years of volunteerism within the program even after his daughter finished the chorus program many years ago. Remaining heavily involved, Dr. Bruce attends concerts and helps out during traveling events. Noens congratulated Dr. Bruce Goldberg and thanked him for his dedication. Dr. Bruce commented that for him it is truly a labor of love. The Park Board and staff congratulated Dr. Bruce.

Mr. Alexander, Palatine Hills Golf Association (PHGA) liaison, mentioned that the association had their annual meeting of new officers; new chairpersons were appointed and other volunteers were welcomed for the PHGA events and activities. The Ryder Cup Tournament provided two very exciting days at Palatine Hills Golf Course. Lastly, Mr. Alexander informed the Park Board that the next meeting for the association will be in January. The Park Board thanked Mr. Alexander for his report.

Mr. Bill Chamberlin; 174 West Aldridge Avenue, addressed the Park Board with concern of the preliminary design and plan for the Aldridge Bridge. Mr. Chamberlin, on behalf of many of his neighbors, wanted to understand the process and what the Park District thoughts are regarding the proposed bridge. Also inquired as to why we need access with the bridge when there are three other entrances to the park. Mr. Chamberlin expressed his concerns of extra traffic within the neighborhood along with the late night activity. In addition, he stated that giving access to the bridge would increase parents in their cars waiting for children coming from the park. Other concerns mentioned included parking issues; safety concerns; loitering; poor lighting conditions; and additional activity within the quiet neighborhood.

Mr. Frank Sworski; 145 West Bryant Avenue, addressed the Park Board regarding the same concerns of the Aldridge Bridge project. Mr. Sworski was disappointed to learn that the Park District was pursuing the bridge project again without contacting the neighbors. Mr. Sworski added comments on the new preliminary design and planning expense. Continuing, Mr. Sworski said that the bridge project failed to be developed back in 2002 and asked why bring it up again; in response, President Cozza said that the project has remained on the Park District's capital project list. Continuing, President Cozza added that there is awareness to make the connection of the bike trail system to other trails and there are some neighbors in support of the bridge. Discussion ensued. The protocol was questioned; comments from additional audience participants include lack of communication between the Park District and the neighbors, as well as questions on how to end future bridge considerations. Director Clark said that the proposed bridge project needed to have the engineering study conducted first to understand the project costs and identify easements and permits involved; then from the feasibility study staff can calculate costs for budget funding. This is the process we follow so that staff and the Board can make an informed decision as to the project's feasibility. Clark confirmed that no decision has been made to move forward. Other comments included questioning the majority of users of the proposed bridge; flooding conditions; budget and funding; thoughts that the bridge will be an area that is too hidden and secluded; poor lighting; and, many inquiries on how to bury this project. President Cozza said that he is always astonished that once a public project is completed, even with negative and positive input through the process, the project is valued. In response to questions, staff said that the Park District would hold a public meeting addressing concerns. Commissioner Gould suggested that the neighbors include their contact information on tonight's sign-in sheet and if the bridge item comes before the Board, we will inform you. One member from the audience added the request if the bridge goes through to indicate parking restriction since parking is a concern, Commissioner Gould mentioned permitted parking for homeowners/guests, which can be requested through the Village. President Cozza said that your neighborhood will be informed if this project becomes an agenda item; this is a universal community decision. The Park Board and staff thanked the residents for expressing their thoughts and concerns.

PRESENTATION

Mr. Fraghia and Mr. Orseske, from Vision Construction and Consulting, distributed handouts recapping the progress of the Community Center office renovation project. Within their report were many items including updated progress information, timeline schedule, change order log and pictures of the office project to date. Mr. Fraghia reviewed the project development summary with thoughts for the renovation to be completed the week of November 2. Director Clark commented that Vision Construction’s crew members have been very considerate of staff, the crew is friendly and they keep the work space clean, which staff greatly appreciates. In response to Commissioner Rogers’ question, Clark mentioned the relocation of staff and their temporary offices used during the process. The Park Board thanked Mr. Fraghia and Mr. Orseske for their report.

NEW BUSINESS

The Board reviewed a previously distributed board summary for the approval of additional funding for water service at the Community Center. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve change order awarded to Camosy Construction of Zion, Illinois; in the amount not to exceed \$33,060 for the Community Center water service re-piping. This will be added to the Intergovernmental Agreement funding plan with the Village of Palatine for the Community Center Renovations in conjunction with the Village Hall Renovation Project. Director Clark and Supt. Tynczuk explained the findings of the badly deteriorating water line to the building and the need for the piping replacement to ensure long term supply. 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 for adjustment to 2014 audit fee. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the proposal submitted by Sikich, LLP reflecting a compromise between the two parties on the cost of the 2014 audit and resulting in an additional amount due of \$16,153. President Cozza requested a roll call vote; the motion was 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 for transfer of excess fund balances; Resolution #15-07. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve Resolution #15-07 to transfer balances in excess of the District’s Fund Balance Policy from the Recreation and Corporate Funds to the Capital Projects Fund. These transfers, which were indicated in the Board approved budget for 2015, are \$4,000,000 from each of the two funds. President Cozza requested a roll call vote; the motion was 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 Personnel Policy Manual Sections 3.09.0 - 3.09.13. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners approve Personnel Policy Manual Section 3.09.0 – 3.09.13; Employee Conduct as presented. President Cozza requested a roll call vote; the motion was 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 the Clubhouse Roof Change Order #1. Commissioner Gould moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the Change Order Request #1 not to exceed \$30,000 to replace decking and other rotted areas of the Clubhouse Roof. Commissioner Gould expressed that the change order amount seems to be overestimated; staff responded that the roof will now be up to code and there is cost with removing the mechanical equipment components which are located on the roof. Golf Course Supt. Helms added information of the additional cost involved with bringing the building up to code, adding insulation and the ductwork needs to be reworked. Commissioner Gould inquired about getting another bid; staff added that we are doing as much as we can in-house. President Cozza requested a roll call vote; the motion was approved as follows:

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

NAY: Susan Gould

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 mentioned that staff is working on the capital project updates. Clark said to save the date of March 10, 2016 for another Intergovernmental Dinner hosted by the Park District at the Clubhouse. Clark mentioned the upcoming annual Park Foundation Fundraiser at Durty Nellie's on Monday, October 26; Johnny Lattner and the Heisman Trophy will be there. President Cozza thanked Clark for his report, a lot of information and a lot going on at the District.

COMMISSIONERS' COMMENTS

Regarding Fall Fest, Commissioner Ruff commented on the event, lots of great improvements. Commissioner Ruff attended the Choir concert, which was very good.

Commissioner Sawyer said that Willowwood Park is looking great and gave acknowledgments to Landscape Architect Tynczuk.

Commissioner Gould mentioned the upcoming R.A.H. fundraiser scheduled for November 5 at Chandler's from 5 p.m. to 8 p.m. Commissioner Gould said that there will be many great prizes at the fundraiser which supports funding to homeless high school students within the Community.

Commissioner Rogers inquired about other matters to consider for policy manuals; Director Clark added that we are aware and looking at material that best relates to our District.

President Cozza commented on the recent Men's Civic Club meeting that he attended with Director Clark.

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 items regarding Sections 2(c)(5) and Section 2(c)(21) of the Open Meetings Act. Commissioner Rogers 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 Meetings Act for discussion of the acquisition or lease of real property for the use of the District, and Section 2(c)(21) for discussion of minutes of prior meetings lawfully closed under the Open Meetings Act, 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 8:30 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 9:58 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 9:58 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
Park Board Secretary

/s/ John Cozza
Park Board President

Next scheduled Park Board meetings:

November 10, 2015
November 24, 2015
December 15, 2015