



Minutes of a Regular Meeting of the Board of Park Commissioners of the Palatine Park District, Cook County, Illinois, held at the Village of Palatine Community Center Building, in Community Room B, in said District, at 200 East Wood Street in Palatine on Tuesday, November 28, 2017 at 7:00 p.m.

President Sawyer: announced call to order at 7:00 p.m.

Commissioners Present

Nicholas Sawyer, President

Jennifer Rogers, Vice President

Susan Gould, Treasurer

John Cozza

Terry Ruff

Staff Present

Michael 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

Josh 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 Present

Sarah McKillop, Palatine Jaycees

Hannah Meadow, Palatine Jaycees

Kathy Millin, Partners for Our Communities (POC)

Public Hearing

President Sawyer opened the Public Hearing for the Amendments to the 2017 Supplemental Budget and Appropriations Ordinance and stated that in accordance with the Park District Code of the State of Illinois, a Public Hearing is to be held prior to the adoption of Ordinance #17-10, which sets forth the budget and made appropriations of sums of money for the necessary expenditures of the Palatine Park District for corporate purposes for the fiscal year beginning January 1, 2017 and ending December 31, 2017. Notice of Availability of Proposed Amendments to the Annual Budget for 2017 and Notification of the public hearing was published in the Daily Herald. The public hearing was declared open and the floor was open to questions or comments from the Board; no questions or comments were presented. President Sawyer offered that the floor was open to questions or comments from the audience. There were no questions or comments from the audience; Director Clark added that he did not receive any inquiries or comments prior to tonight's board meeting. In response for a motion to officially declare the public hearing closed, Commissioner Gould moved and Commissioner Cozza seconded that the Board of Park Commissioners close the public hearing regarding the Amendments to the 2017 Budget and Appropriations Ordinance #17-10. The motion was approved by a roll call vote and President Sawyer closed the Public Hearing for the Amendments to the 2017 Budget and Appropriations Ordinance. The result follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the Adoption of the Amended Budget and Appropriation Ordinance #17-10. Commissioner Gould moved and Commissioner Cozza seconded that the Board of Park Commissioners adopt Ordinance #17-10 authorizing the fiscal 2017 Palatine Park District Budget and Appropriation Ordinance in the amounts of thirty-seven million, five

hundred thirty-seven thousand, five hundred seventy-four (\$37,537,574) dollars and forty-one million, two hundred ninety-one thousand, three hundred and thirty-one (\$41,291,331) dollars respectively. The motion was approved by a roll call vote upon approval of the consent agenda; the result follows:

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

NAY: None

ABSENT: None

Motion approved.

#### Approval of Agenda

Commissioner Gould and Commissioner Cozza seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of November 28, 2017 was approved.

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

NAY: None

ABSENT: None

Motion carried.

#### Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Gould moved and Commissioner Cozza 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 November 14, 2017; Approval of Amended Agreement for Partners for our Community (POC) and Palatine Park District; and, Approval of Warrant #22-including Expenses for Travel Expenses. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

#### Matters from the Public

President Sawyer introduced Partners of Our Communities (POC) Director Kathy Millin to present a summary of 2017 POC's programming and events within the community. Director Millin thanked the Commissioners and staff for the invitation to speak before the Park Board. Grateful for the positive relationship that POC has with the Park District since the organization began 16 years ago when it was called Northwest Opportunity Center; Director Millin said that Park District staff are wonderful. Many POC opportunities for the community and new programming were highlighted in cooperation with the Park District; local high schools; police department; and, many other community connections. Director Millin said that the community support is appreciated, brings families together and builds leaders. In response to Commissioner Rogers' question, Millin said that the next event is in January at Dirty Nellies; \$15,000 is POC's goal for the fundraising efforts. In regard to the community garden, Millin said that it was successful; many families enjoyed working in the garden and appreciated the crops from the shared garden. Concerning Supt. Williams' question, Millin confirmed the need for Dove Park playground, adding that POC

would like to help support the project in some way. Along with expressing appreciation towards the Park District's continuous support to POC, Director Millin wished everyone happy holidays.

Departmental Reports

The Board reviewed the previously distributed Parks and Planning Department Report. Regarding Eagle Pool updates, Supt. Tynczuk said that according to test findings, staff believes the location of the leak has been identified. Staff plans to have that section patched.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle informed the Park Board of the well-attended ICompete event at Falcon Park, the Trunk or Treat was successful. Regarding winter golf the past weekend at Palatine Hills, staff generated \$1,500 in revenue; the golf course plans to be open this weekend.

The Board reviewed the previously distributed Finance Department Report. Regarding the report, Supt. Becker highlighted Asst. Supt. Becke's efforts in receiving the IMRF overpayment refund; and, the Palatine Bank and Trust bank has refunded the Park District for the fraudulent payroll checks that were cashed a couple months ago. Becker reported that Birchwood Recreation Center has extended the facility hours to accommodate pickleball play on Tuesday and Thursday mornings from 6:30 a.m. to 9:00 a.m.

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

New Business

The Board reviewed a previously distributed board summary for the Approval of 2018 Hometown Fest Celebration Request. Commissioner Ruff moved and Commissioner Cozza seconded that the Board of Park Commissioners authorize approval for the Jaycees use of Community Park, Thursday, June 28 thru Wednesday, July 4 with the hours and dates as recommended on the attached letter. Staff shall be directed to coordinate assistance for the celebration as listed in the request. Jaycees' representative, Ms. Hanna Meadow and Ms. Sarah McKillop were in attendance to answer any Park Board questions or concerns; and, respectively informing the Park Board and staff that the 2018 request is one day longer than previous years. In response to a question, they stated that the fireworks will on Saturday. In response to Commissioner Gould's suggestion on differentiating the 4<sup>th</sup> of July parade participation and business expo options on the application to avoid any misunderstanding by providing 2 different forms or different cost amounts, the idea was noted. The Park Board thanked Ms. Meadow and Ms. McKillop and added comments that it looks like a good schedule for the fest celebration. The motion was unanimously approved by a roll call vote as follows:

- AYE: Terry Ruff, John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer
- NAY: None
- ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for Approval of Ordinance #17-12 for the Tax Levy. Commissioner Cozza moved and Commissioner Ruff seconded that the Board of Park Commissioners adopt Ordinance #17-12 assessing and levying taxes for 2017 in the amount of \$12,774,415 (Twelve million, seven hundred seventy-four thousand, four hundred fifteen dollars). The motion was unanimously approved by a roll call vote as follows:

AYE: Terry Ruff, John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer  
NAY: None  
ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for the Approval of Resolution #17-10 for the Allocation of Tax Levy amounts, Property Tax Extension Limitation Law (PTELL). Commissioner Ruff moved and Commissioner Rogers seconded that the Board of Park Commissioners approves Resolution #17-10 Allocation of Tax Levy Amounts, directing the County Clerk to make any reduction in the District's 2017 Tax Levy request by decreasing the amount in excess of the legal Levy amount in the District's Recreation Fund. The motion was unanimously approved by a roll call vote as follows:

AYE: Terry Ruff, John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer  
NAY: None  
ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for the Approval of Ordinance #17-13; Tax Levy Abatement. Commissioner Ruff moved and Commissioner Rogers seconded that the Board of Park Commissioners adopt Ordinance #17-13 an ordinance abating the tax hereto levied for the year 2017 to pay the principal of and interest for General Obligation Park Bonds (Alternate Revenue Source), Series 2011A, for Refunding General Obligation Park Bonds (Alternate Revenue Source)of the Palatine Park District Cook County, Illinois, Series 2015C, and General Obligation Park Bonds (Alternate Revenue Source) Series 2017 of the Palatine Park District, Cook County, Illinois. The motion was unanimously approved by a roll call vote as follows:

AYE: Terry Ruff, John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer  
NAY: None  
ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for the Approval of Easement Agreement for Baldwin Greens Homeowners Association and Palatine Park District Regarding Dove Park. Commissioner Cozza moved and Commissioner Ruff seconded that the Board of Park Commissioners approve an Easement agreement with the Baldwin Greens Homeowners Association with certain real property known as Dove Park at 1802 Green Lane South, Palatine, IL 60074 as presented. Discussion ensued on the Park Board's consideration of the soccer goals; Supt. William is waiting for the attorney's letter to confirm the complex's ownership of the soccer goals. The Park District does not want ownership of the soccer goals; the Park Board supports the renovation of the Dove Park's playground for the community to enjoy and use. The motion was unanimously approved by a roll call vote as follows:

AYE: Terry Ruff, John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer  
NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for the Approval of 2018 Employee Merit Pool. Commissioner Cozza moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the 2018 Merit Pool for salary increases for full-time staff in the amount of 3% and direct staff to allocate this level of funding in the 2018 annual operating budget request. The motion was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

#### Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report (EDR). Director Clark highlighted his excitement about the baseball merger which Supt. Williams has been working on for many years. Those organizations (PYBS and PBA) will both be represented within one organization; more unified. Williams added that Randy Kochanski took the lead in this collaboration; currently they are working on bylaws and specifics. Clark recapped the TIF meeting, which went well; very preliminary at this time; although, open to hear what the Park District has to say; Clark thanked Elliot in joining him at the meeting. Director Clark gave thanks to Supt. E Tynczuk regarding his work with Rotary on the trees donation. Clark gave a brief update on the meeting with Harper to confirm that everyone is working on the same page. Also, a reminder of the Clayson House visit prior to the next Park Board Meeting on December 12, 2017 at 6:00 p.m. Other upcoming events mentioned included the NWSRA holiday luncheon; and, the staffs' retreat in preparation of 2017 goal recapping; revisiting the Compensation Master Plan's action strategy; and, setting 2018 goals for the District. Lastly, Clark and Supt. Williams commented on the recent Turkey Trot event, which had one of the best years with participation numbers, just short of 2,000 registered runners; the event is a team effort; every department is involved. Also, thanks to Harper College staff, Dana Tenenbaum with helping the Park District. Dana is the Harper Facility Coordinator/Manager; she attended our event planning meetings and helped with setup; we appreciated Dana's diligence with helping the Park District throughout the entire process.

#### Commissioners' Comments

Commissioner Gould thanked everyone for supporting the R.A.H. fundraiser; the Foundation raised over \$42,000 to assist homeless high school students in need. The event's attraction of hosting the band 7<sup>th</sup> Heaven was fun; Commissioner Gould appreciated everyone's support.

Commissioner Ruff responded to Fitness, Health and Wellness Coordinator Krueger's request for feedback regarding the Turkey Trot event.

Commissioner Rogers will be out of town traveling and not able to attend the staff holiday party this year. And, Commissioner Rogers will be attending a recognition night at her own Park District in Arlington Heights and will not be at the Palatine Park District's December Park Board meeting.

President Sawyer gave compliments to everyone involved with annual Turkey Trot; big round of applause to all the staff and volunteers which made it a successful event for the community.

Regarding future agenda items, President Sawyer reported that no items for future Board discussion were mentioned.

EXECUTIVE SESSION

President Sawyer requested a motion to close the public portion of the meeting and convene in executive session for Section 2(c)(1) of the Opening Meetings Act (the discussion of employment matters pertaining to specific employee of the District) and Section 2(c)(5) Open Meetings Act (discussion of the acquisition or lease of real property for the use of the District). Commissioner Cozza moved and Commissioner Ruff seconded the motion, which was unanimously approved by a voice vote. The result of which follows:

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

NAY: None

ABSENT: None

Motion passed at 8:07 p.m.

RETURN TO OPEN SESSION

The Board reconvened in open session at 9:23 p.m.

ACTION ON MATTERS CONSIDERED IN CLOSED SESSION

President Sawyer said that the Board met in executive session for several items: personal and property. There is 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 Cozza seconded the motion which was unanimously approved by a voice vote.

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

NAY: None

ABSENT: None

Motion carried 9:23 p.m.

Respectfully submitted,

Trish Feid, Park Board Secretary

Attest:

Approved:

Trish Feid  
Secretary

Nicholas Sawyer  
President

Next scheduled Park Board meetings:

December 12, 2017  
January 9, 2018  
January 23, 2018