



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 December 15, 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.
Marilyn Pedersen, Museum Coordinator
Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests

Bob Alexander, PHGA Liaison
Scott Thompson
Gerald Chapman
Jim Ekeberg
Jan Degner

Carolyn Mangold
Joe Petykowski
Sue Minott
Bob Orseske, Vision Construction and Consulting
Jim Fraghia, Vision Construction and Consulting

APPROVAL OF AGENDA

Commissioner Ruff moved and Commissioner Gould seconded that the agenda for the meeting be approved. Through a voice vote, the agenda for the regular meeting of December 15, 2015 was unanimously approved.

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

NAY: None

ABSENT: None

Motion carried.

RECOGNITION OF STAFF

President Cozza acknowledged Marilyn Pedersen regarding her retirement from the Park District. On behalf of the Park Board, residents and employees, President Cozza awarded and read Resolution #15-10 giving public recognition to Marilyn's outstanding contributions to the Palatine Park District as Museum Coordinator. Continuing, President Cozza said that this resolution is now part of the permanent record of the Palatine Park District and a copy of this resolution has been presented to Marilyn as a tribute from the community. Commissioner Ruff moved and Commissioner Rogers seconded that the Park Board of Commissioners adopt Resolution #15-10 for recognition and appreciation of Marilyn Pedersen. President Cozza requested a voice vote; the Resolution was unanimously accepted. Marilyn thanked the Park Board; she expressed happiness that the Park District has a museum which provides cultural awareness to the Community. Palatine Historical Society President Joe Petykowski added his congratulations on behalf of the Historical Society, who stood in attendance to acknowledge Ms. Pedersen. Mr. Petykowski said that he has known Marilyn since he was young growing up in Palatine. He said that Marilyn sparked his interest in the history of Palatine. The Board and staff thanked Marilyn for her thirty-one (31) years of dedicated service and wished her well in her retirement.

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), Sections 2(c)(6) and Section 2(c)(21) of the Open Meetings Act. Commissioner Gould moved and Commissioner Sawyer 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, Section 2(c)(6) Open Meetings Act for discussion of the acquisition or lease of real property owned by the District; and Section 2(c)(21) Open Meetings Act 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 7:12 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 7:58 p.m.

ACTION ON MATTERS CONSIDERED IN CLOSED SESSION

The Park Board met in executive session regarding 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 acquisition or lease of real property owned by the District. Commissioner Rogers moved and Commissioner Sawyer seconded that the Board of Park Commissioners appoint Commissioners Gould and Ruff to join staff on a community committee with potential involvement in an intergovernmental agreement. The motion which was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

Concerning, Section 2(c)(21) Open Meetings Act for discussion of minutes of prior meetings lawfully closed under the Open Meetings Act, for the purpose of review, approval or release of such minutes; and, approval of Resolution #15-11. Commissioner Gould motioned and Commissioner Rogers seconded that the Board of Park Commissioners approve Resolution #15-11, determining the confidentiality of closed session

minutes. The motion which was unanimously approved by a roll call as follows:

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 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 November 24, 2015 and Ratification of Warrant #23. 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

Mr. Alexander, Palatine Hills Golf Association (PHGA) liaison, mentioned that a few of the association members enjoyed golf tournaments along with the nice weather in Florida. Continuing, Mr. Alexander said that the next meeting for PHGA will be on February 14. The Park Board thanked Mr. Alexander for his report.

PRESENTATION

Mr. Fraghia and Mr. Orseske, from Vision Construction and Consulting, distributed final handouts to the Park Board which summarized the Community Center Office Renovation Project. Mr. Fraghia reviewed the details within the project completion report. The Park Board thanked Mr. Fraghia and Mr. Orseske for their report and for the success of the office project. Once again, Director Clark mentioned that the crew members were very considerate of staff and showed understanding of park district staff operating throughout the renovation process. Mr. Fraghia thanked the Park Board and staff for the opportunity of business.

DEPARTMENTAL REPORTS

The Board reviewed the previously distributed Finance and Personnel Department Report. At this time of the year, the finance department is very busy. Supt. Becker mentioned that staff will be interviewing candidates for the accounts payable position in early 2016. Also, he reported that staff evaluations are underway. Lastly, regarding Turkey Trot's onsite registration and assistance with the timing company, Becker complimented staff.

The Board reviewed the previously distributed Recreation Department Report. Supt. Williams highlighted and congratulated the Public Information staff members, Marketing Manager and Sponsorship Coordinator, on recent recognition from the Palatine Chamber of Commerce. Williams also mentioned the new partner program's advertising opportunity and partner agreement brochures which will be distributed soon. Continuing, Williams reviewed the successful Turkey Trot event; staff noticed many renegade runners this year, possibly due to last minute attempts to register, along with crowd and confusion in the parking lot

with last minute arrivals since it was a perfect Thanksgiving morning to run. Williams complimented the Fitness, Health and Wellness Coordinator's organization of the event which developed team work among departments with the various tasks. This process supported the event's direction of utilizing independent workers; therefore, the 'intense' orchestration of this type of an event went very smoothly. Williams praised all departments of the District, staff working together prior to the event and on race day, making it a successful experience for our patrons. Commissioner Rogers asked about the Healthy Minds and Healthy Bodies program, William said that Fitness Coordinator and various fitness staff members received appropriate training and instruction of the special equipment used when assisting veterans with physical fitness needs. The Park District is working with the program to offer veterans personal training sessions; and, providing fitness facility memberships.

The Board reviewed the previously distributed Parks and Planning Department Report. Since the weather has been favorable, Supt. Tynczuk reported that staff continues to work on many tasks outside. The set-up of the ice rink is complete; once suitable temperatures permit, the ice rink will be filled. Also, staff is preparing for the District's action of snow removal.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle mentioned the one-year partnership with Arlington Toyota and highlighted various support including the ability to utilize a portion of their parking lot on weekends in exchange for advertisement. Nagle gave updates regarding the progress of Falcon Park skylight resolution; potential golf course flood control groundwork with various community entities; and, staff is working on the annual golf course report to be presented in January.

NEW BUSINESS

The Board reviewed a previously distributed board summary for the Award of Bid for Palatine Youth Baseball Softball 2016 Uniform. Commissioner Gould moved and Commissioner Sawyer seconded that the Board of Park Commissioners award the PYB/S 2016 Uniform bid to Arena Sports USA, Cary, IL, the lowest responsible bidder, and authorize staff to issue a purchase order not to exceed \$56,496 for the team uniform pricing provided by Arena Sports in the attached bid results. 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 Award of Bid for the Golf Cart Fleet 5-year lease agreement with Nadler Golf. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the 5 year lease agreement with Nadler Golf for \$40,992 annually. In response to Commissioner Gould's question, Supt. Nagle said that staff is considering various sponsorship opportunities with advertisement on golf carts. 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 Tax Levy Ordinance #15-12. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners adopts Ordinance #15-12 assessing and levying taxes for 2015 in the amount of \$12,388,308 (Twelve million, three hundred eighty-eight thousand, three hundred eight dollars). 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 Approval of Resolution #15-09; Allocation of Tax Levy amounts, Property Tax Extension Limitation Law (PTELL). Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve Resolution #15-09, Allocation of Tax Levy Amounts, directing the County Clerk to make any reduction in the District's 2015 Tax Levy request by decreasing the amount in excess of the legal Levy amount in the District's Recreation Fund. 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 Approval of Ordinance #15-13; Tax Levy Abatement. Commissioner Rogers moved and Commissioner Gould seconded that the Board of Park Commissioners adopt Ordinance #15-13, an ordinance abating the tax hereto levied for the year 2015 to pay the principal of and interest on General Obligation Bonds (Alternate Revenue Source), Series 2008A, and General Obligation Park Bonds (Alternate Revenue Source), Series 2011A, of the Palatine Park District, Cook County, Illinois. 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 booklet of the Park District's proposed 2016 Budget. Supt. Becker commended many staff members who assisted throughout the planning, building and assembly of the comprehensive budget for 2016. With looking for Board consensus of the budget, Becker provided explanation of the District's funds and balances, projected revenues and expenditures. Establishing a transparent financial plan, Becker included potential capital and comprehensive plan projects, tax levy, staffing change, staff salary increase, benefit of IMRF and HRA health insurance plan, and probable income. Discussion of the presentation ensued, Becker and Director Clark responded to various comments and questions. Becker also mentioned that the notice of availability of the proposed annual budget for 2016 for public review has been posted with publication and on the District's website. The adoption of Budget and

Appropriation Ordinance #16-01 will be on the next Park Board Agenda, dated January 12, 2016, for Board approval. The Park Board thanked Supt. Becker and staff for the presentation and the cooperated efforts.

The Board reviewed a previously distributed board summary for the approval of the Honor Roll Nominee. Commissioner Gould moved and Commissioner Ruff seconded that the Board of Park Commissioners approve accepting the Honor Roll Nominee as submitted by the Honor Roll committee. 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.

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 thanked Commissioners Gould, Rogers and Sawyer for joining him and Executive Assistant Feid at the NWRSA luncheon. Clark also gave thanks to the Park Commissioners for attending the staff holiday party; he complimented staff with their efforts of planning the annual event. Clark provided brief information from the Cook County meeting regarding the bike path and connection, which Supt. Tynczuk and Landscape Architect Tynczuk attended on behalf of the Park District. In response to President Cozza, Landscape Architect Tynczuk added that they are looking for public information at this time. Supt. Williams noted that the bike path meeting information along with the opportunity to provide your comments can be found on the Cook County website. Clark reported the retirement of the Park District's longtime legal attorney Charlene Holtz. Lastly, Clark gave highlights from staffs' meeting on setting goals as part of the Comprehensive Master Planning and tomorrow's meeting with the Leadership team regarding the Succession Plan of the District.

COMMISSIONERS' COMMENTS

Commissioner Gould mentioned that the staff holiday party was wonderful and thanked staff.

Commissioner Rogers wished everyone a merry Christmas and a happy New Year.

Regarding requested future agenda items, no items were presented.

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 9:30 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:

January 12, 2016
January 26, 2016
February 9, 2016