



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, May 22, 2018 at 7:00 p.m.

Regular Meeting of the Park Board of Commissioners: Call to order at 7:00 p.m.

Commissioners Present

Susan Gould, President

John Cozza, Vice President

Terry Ruff, Treasurer

Jennifer Rogers

Nicholas Sawyer

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

Jim Holder, Asst. Supt. of Parks & Planning

Joan Scovic, Communications and Marketing Manager

Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests

Katlyn Tomasetti, Palatine Park District Intern

Approval of Agenda

Commissioner Rogers moved and Commissioner Cozza seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of May 22, 2018 was approved.

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

NAY: None

ABSENT: None

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. 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: Regular Meeting Minutes of May 8, 2018; Ratification of Hamilton Traffic Study; and, Warrant 10 - including Expenses for Travel Expenses. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Comments from the Audience

Asst. Supt. Danz introduced Katlyn Tomasetti to the Park Board; Katlyn was selected to be the park district

summer intern. Ms. Tomasetti of Mt. Prospect, Illinois greeted the Park Board; Katlyn is looking forward to the 12 week internship program with a variety of hands-on experience. In response to President Gould's question, Ms. Tomasetti said that currently her interest is with recreation programming. The Park Board welcomed Katlyn to the park district.

#### Departmental Reports

The Board reviewed the previously distributed Parks and Planning Department Report. Supt. E. Tynczuk said that with the hiring of 4 employees, the Parks Department is fully staffed again; the new staff members come onboard with having good experience. Tynczuk commented on the upcoming busy weekend due to various events scheduled throughout Palatine.

The Board reviewed the previously distributed Facilities Department Report. Regarding the golf course, Supt. Nagle commented on undesirable weather conditions, he said that April was the coolest month and May the rainiest month; regarding the practice area, 77 passes were purchased; and, staff continues to get ready for several anniversary event festivities to celebrate the 50<sup>th</sup> anniversary of Palatine Hills Golf Course. Palatine Stables had a great horse show and received many awards. Supt. Nagle thanked Commissioners and staff who were able to attend and support the Partners of our Community (POC) Cinco de Mayo event; the annual fundraiser was close to achieving their goal. Nagle provided updated highlights regarding ICompete, the reconnection with Randgrove is fulfilling programming needs; and, the event at Falcon Park, the "Undernighter" was successful. The pilot of the new indoor turf volleyball program will be forthcoming; in response to Commissioner Sawyer, Nagle said that indoor volleyball played on turf is one of the latest sport trends.

The Board reviewed the previously distributed Written Finance Department Report and April Financial Statements. Regarding items not included within the monthly report, Supt. Becker updated the Park Board that the 'purchase card' vendor name has changed to Fifth Third Bank due to the acquisition transaction. The preliminary budget findings indicate a surplus in operation funds of 2.5M. Regarding the monthly financials, Becker said that it is too early to tell the complete picture, and over the next couple of months will tell; although, the recreation programming numbers are well ahead of where we should be. Commissioner Cozza said that the financial statements are very helpful; and, the story will come together. President Gould provided feedback regarding the phrasing of staff's significant other within the report.

President Gould noted there were no other Departmental Reports. The Park Board thanked staff for the various Department Reports.

#### New Business

The Board reviewed a previously distributed board summary for the award of bid for the Fitness Center carpet replacement. Commissioner Ruff moved and Commissioner Cozza seconded that the Board of Park Commissioners accept the bid received for the Fitness Center Carpet Replacement Project received by the most responsible bidder, Central Rug and Carpet of Evanston, Illinois and to sign the contract authorizing the completion of this project in the amount not to exceed \$22,250. The motion was approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary for approval of payment for 2017 Wood Street Rehabilitation Project regarding the sidewalk and crossing signal. Commissioner Cozza moved and Commissioner Sawyer seconded the Board of Park Commissioners approve payment of \$59,783.07 to the Village of Palatine for the cost to install a sidewalk and a crossing signal along Wood Street.

The motion was approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary intended for the award of bid for Hamilton protective team shelters/structures. Commissioner Cozza moved and Commissioner Rogers seconded that Board of Park Commissioners approve the lowest responsible bidder, Keeper Goals of Butler, Wisconsin in the amount not to exceed \$48,285 for the purchase, assembly and delivery of team protective structures which will be located on the grass fields at the Gbur Sports Complex. Staff referred to the Hamilton Park Master Plan renderings for Commissioner Rogers' request to review the team structures; staff said that the structures are on wheels for easy relocation. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

For discussion only of Hamilton Traffic Study, staff reported that the written report is delayed due to computer issues. Supt. E. Tynczuk said that the senior engineer's preliminary findings indicate most traffic went North on Smith Road. In his opinion, it would be beneficial to dedicated right/left lane access from Smith Road by widening the ingress and egress lane with adding an addition lane: total of 3 lanes. President Gould said that the news of the preliminary traffic study results is good to hear.

The Board reviewed a previously distributed board summary for the approval of Professional Services Contracts for Hamilton construction projects. Commissioner Rogers moved and Commissioner Ruff seconded that the Park Board of Commissioners approve Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois, in the amount not to exceed \$40,550 to provide construction documents and permitting for the budgeted parking lot expansion, pickleball court and Palatine Trail connection to Tom T. Hamilton Reservoir/Ron Gbur Sports Fields. Staff confirmed that the request is for engineering and submitting permit applications regarding the 3 items: parking lot; pickleball court; and, trail. The motion was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

Executive Director's Report

The Board reviewed the previously distributed Executive Director’s Report. Regarding the Palatine Park Foundation’s fundraising event at Palatine Hills Golf Course, Director Clark thanked Commissioners Ruff and Cozza for their support and attending the event. Commissioner Rogers inquired if this new event will continue; Clark believes that the Foundation may plan another one next year; it was a good start for the first year and the Foundation plans to include more affiliate groups next year. Clark added thanks to the entire Communications and Marketing staff including Manager Scovic, Digital Marketing Coordinator Noens, Out Reach Coordinator McNamara and Graphic Designer Cinquegrani for their help, great event marketing and onsite set-up, everything looked great! Commissioner Rogers mentioned a fundraising idea called “golf ball drop” Director Clark explained the concept for the clever fundraising attraction. Continuing with the report, Clark said that he is happy to announce the new Asst. Supt. of District Services and Project, Peter Cahill from the Village of Buffalo Grove; Clark also gave thanks to the interview team. Recent retiree Robert Griffin and his wife Linda, another Palatine Park District retiree, expressed that they had a wonderful time at Robert’s retirement party. It was a very special party, as Robert is on the road to recovery; and also, with his sister, Adelle, coming in town from California to attend Robert’s park district retirement celebration. Regarding the resident who may be interested in property, Director Clark responded to Commissioner Rogers’ question by reviewing the process to date; currently, we are waiting on legal counsel to answer additional questions from the resident. Regarding Director Clark’s inquiry of consensus, the Park Board remains to support the homeowner as the option for long term lease is underway to work out the details.

Commissioners’ Comments

Commissioner Ruff attended the Palatine Park Foundation’s Inaugural event at Palatine Hills: Fling Swing Kick. Comments were mentioned that it was a good first attempt; although, for next year it would be good to contact more community folks to join in on the variety of sport options at Palatine Hills. Commissioner Ruff shared his experience back on the soccer field when he was unexpectedly asked to referee an U8 Travel Soccer Game.

Regarding last weekend’s Fling Swing Kick event at PHGC, Commissioner Cozza shared the excitement with many friends and couple of family members; Commissioner Cozza said that the event was a lot of fun and he was glad to see his friends and family having an enjoyable time. Regarding today’s email including a computer generated survey from United Palatine Coalition, there was consensus from the Park Board and staff that it was a little confusing with the survey wording of questions.

Commissioner Sawyer was happy to hear the good news that Marilyn Pedersen, former Clayson House Museum Coordinator, is doing well and returning back home.

In response to staffs’ inquiries, President Gould reported that her husband is out of hospital after having back surgery and is doing better while recovering at a continuing care facility.

Regarding future agenda matters, President Gould noted that no agenda items were offered.

Adjournment

There being no further business to come before the Board on this date, Commissioner Sawyer moved that the regular meeting be adjourned. Commissioner Cozza seconded the motion which was unanimously approved by a voice vote.

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

NAY: None

ABSENT: None

Motion passed at 7:40 p.m.

Respectfully submitted,

Trish Feid  
Park Board Secretary

Attest:

Trish Feid  
Secretary

Approved:

Susan Gould  
President

Next scheduled Park Board meetings:

June 12, 2018  
June 26, 2018  
July 10, 2018  
July 24, 2018  
August 14, 2018  
August 28, 2018