



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 27, 2018 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

Susan Gould, President

John Cozza, Vice President-arrived at 7:03 p.m.

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

Joshua Ludolph, Asst. Supt. of Facilities

Pete Cahill, Asst. Supt. of District Services & Projects (HR)

Joan Scovic, Communications & Marketing Manager

Ashley Schiavone, Cultural Arts Coordinator

Trish Feid, Park Board Secretary/Executive Asst.

Citizens and Guests Present

Healy, Palatine Jaycees

Jay Nagle, Palatine Jaycees

Public Hearing

President Gould opened the Public Hearing for the Amendments to the 2018 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 #18-08, 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, 2018 and ending December 31, 2018. Notice of Availability of Proposed Amendments to the Annual Budget for 2018 was posted on Friday, October 26, 2018; and, Notification of the public hearing was published in the Daily Herald on Saturday, November 10, 2018. 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 Gould 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 Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners close the public hearing regarding the Amendments to the 2018 Budget and Appropriations Ordinance #18-08. The motion was approved by a roll call vote and President Gould closed the Public Hearing for the Amendments to the 2018 Budget and Appropriations Ordinance. The result to close the Public Hearing of the Palatine Park District 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 pertaining to the Adoption of the Amended Budget and Appropriation Ordinance #18-08. Commissioner Ruff moved and Commissioner Cozza seconded that the Board of Park Commissioners adopt Ordinance #18-08 authorizing the fiscal 2018 Palatine Park District Budget and Appropriation Ordinance in the amounts of thirty-two million, six hundred seven thousand, five hundred and two (\$32,607,502) dollars and thirty-five million, eight hundred sixty-eight thousand, two hundred and fifty-two (\$35,868,252) dollars respectively. The motion was approved by a roll call vote upon approval of the consent agenda; the result follows:

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

NAY: None

ABSENT: None

Motion approved.

Approval of Agenda

Commissioner Ruff moved and Commissioner Rogers seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of November 27, 2018 was approved as presented.

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 Ruff 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 13, 2018; October Financial Statement; and, Warrant #22 – 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

No comments were offered.

Departmental Reports

The Park Board reviewed the previously distributed Parks and Planning Department Report. Supt. E. Tynczuk said that the winter storm caused many problems besides power outages and poor road conditions, backstops at Hamilton B and Birchwood South 3 were damaged. Tynczuk said that staff plans on switching from dome-type backstops to the straight-up models which might be less expensive; Director Clark requested sharing the storm incident and backstop replacement plans with baseball. Tynczuk also highlighted the collection of year-end pictures representing the various projects of the Districts reviewing the process with before and after photos. Regarding the PubWorks' PowerPoint, which is in addition to the

monthly report, the presentation explains the application process, functions and various report executions which increases efficiencies with work management. Tynczuk said that the PubWorks mobile application is working well for staff, the application is accessible by smart phones as well as tablet devices. In response to President Gould's inquiry, Communications and Marketing staff are posting regular updates regarding the Hamilton project process on website and distributing project updates on many other media means.

The Park Board reviewed the previously distributed Facilities Department Report. Supt. Nagle mentioned a couple items including the ICompete Halloween event at Falcon Park, the "Trunk-or-Treat" attraction welcomed over 600 attendees to enjoy Halloween fun in a safe area for children and their families. The annual holiday open house at Clayson House will also honor Marilyn Pedersen; Nagle mentioned that in the parlor room, a plaque will be displayed as a dedication to Marilyn; Communications and Marketing Manager Scovic added that the dedication pictures can be found on the Historical Society website pages. Regarding Palatine Hills Golf Course updated website, Nagle suggested viewing the new great visuals and you can read the story of the Hills, great historic information. Staff responded to Commissioner Cozza's pickleball questions regarding facilities and hours for pickleball play.

The Park Board reviewed the previously distributed Finance Department Report. Supt. Becker is happy to see staffs' collaboration of providing information regarding the Capital development; the process is coming along. There have been many opportunities for staff training sessions in regard to budget data entering with the new software system. Many staff members have been giving substantial input for improvements concerning the budget process with Incode for individual department needs; and, the finance department is providing it.

The Park Board reviewed the previously distributed Annual Sounds of Summer Series Report. The Park Board and staff welcomed Cultural Arts Coordinator Schiavone to the meeting. Schiavone highlighted a few of the report items. Schiavone mentioned that this year's series featured a wide range of music from Latin to Opera; and, Pizza Bella (food venue available onsite during the summer concert series) changed-up their menu based on the bands' genre. Schiavone reported on cancellations for some of the concert events due to inclement weather conditions and mentioned that the communication to broadcast the unfortunate cancellation updates to the public was successful. Concerning Commissioner Rogers' question regarding technical issues at the amphitheater, staff explained the wiring problem and the upcoming replacement of conduit to repair the problem.

President Gould noted there were no other Departmental Reports. The Park Board thanked staff for the Department Reports and Annual Sounds of Summer Series Report.

New Business

The Board reviewed a previously distributed board summary for the approval of the Jaycees 2019 Hometown Fest Celebration request. The Jaycees representatives, Mr. John Healey and Mr. Jay Nagle, were welcomed to the meeting. Commissioner Ruff moved and Commissioner Rogers seconded that the Board of Park Commissioners authorize approval of the Jaycees use of Community Park, Tuesday July 2nd through Monday July 8th 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. Commissioner Ruff and the Park Board along with Executive Director Clark thanked Mr. Healey and Mr. Nagle for all they do with the community organization. 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 the Award of License Agreement for Food and Beverage Concession at the Palatine Hills Golf Course. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the proposal and enter into a License Agreement with Open Kitchens from Chicago, Illinois for an initial term fee of \$29,890. 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 the Approval of Tax Levy Ordinance #18-10. Commissioner Sawyer moved and Commissioner Rogers seconded that the Board of Park Commissioners adopt Ordinance #18-10 assessing and levying taxes for 2018 in the amount of \$13,345,276 (thirteen million, three hundred forty-five thousand, two hundred seventy-six dollars). 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 the Approval of Resolution #18-11 for the Allocation of Tax Levy Amounts, Property Tax Extension Limitation Law (PTELL). Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve Resolution #18-11 for Allocation of Tax Levy Amounts, directing the County Clerk to make any reduction in the District's 2018 Tax Levy request by decreasing the amount in excess of the legal Levy amount in the District's Recreation Fund. 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 the Approval of Ordinance #18-11 for Tax Levy Abatement. Commissioner Rogers moved and Commissioner Cozza seconded that the Board of Park Commissioners adopt Ordinance #18-11 an ordinance abating the tax hereto levied for the year 2018 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 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 the Approval of the Transfer Funds, Ordinance #18-12. Commissioner Rogers moved and Commissioner Cozza seconded that the Board of Park Commissioners adopt Ordinance #18-12 authorizing the transfer of anticipated unexpended funds from certain appropriation items to other items of appropriation from Capital to General. 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.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark thanked the Park Board for attending the Intergovernmental Social, which was hosted by the Palatine Library and the Park District at Palatine Hills Clubhouse. Regarding the annual Turkey Trot Race at Harper College, Clark thanked Commissioners Sawyer, Ruff and Rogers for their support at the event; Clark added that staff does a great job with orchestrating the event. Clark mentioned several other report items including the recent 'step' challenge among a few other local park districts; and several upcoming District events.

Commissioners' Comments

Commissioner Rogers said that Turkey Trot was a nice event and thanked staff for their efforts. Commissioner Rogers highlighted that folks appreciate the park district hosting the annual event on their Thanksgiving morning.

Commissioner Ruff agreed with the previously mentioned Turkey Trot comments.

Commissioner Cozza said that he would like Recreation staff to talk to Harper staff about having use of the running track for our Palatine Park District's folks at Harper. Commissioner Cozza added that it would be nice for the opportunity of various fitness options.

Commissioner Sawyer agreed with the previous comments and congratulated staff; Turkey Trot was a great day.

President Gould asked for future agenda items, no matters were presented.

Executive Session

President Gould requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Cozza moved that the Board of Park Commissioners go into closed session for discussion of Executive Session; Section 2(c)(5) Open Meetings Act for discussion of the acquisition or lease of real property for the use of the District; Commissioner Sawyer supported the motion. 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 at 8:00 p.m.

Return to Open Session

Commissioner Rogers moved to come out of closed session and resumed to the regular meeting of the Board of Park Commissioners; Commissioner Cozza seconded the motion which 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 at 8:08 p.m.

Action on Matters Considered in Closed Session

President Gould said that the Board of Park Commissioners met in closed session to discuss Section 2(c)(5) Open Meetings Act for discussion of real property for the use of the District, President Gould said that there is 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 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 carried at 8:30 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Susan Gould
President

Next scheduled Park Board meetings:

December 11, 2018– 6pm Clayson House visit
January 8, 2019
January 22, 2019
February 12, 2019
March 12, 2019
March 26, 2019
April 9, 2019
April 23, 2019