



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, in Community Room B, in said District, at 200 East Wood Street in Palatine on Tuesday, January 22, 2019 at 7:00 p.m.

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

Ed Tynczuk, Supt. of Parks & Planning

Steve Nagle, Supt. of Facilities

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 and Marketing Manager

Keith Schemer, Facilities Manager

Alison Shariatzadeh, Recreation & Fitness Program Coord.

Delaney Brauw, Asst. Facilities Manager

Trish Feid, Park Board Secretary/Executive Asst.

Guests

Robert Friskics

Randy Kochanski

A.J. Collier

Chris Johlie

Approval of Agenda

Commissioner Ruff moved and Commissioner Cozza seconded that the agenda for the meeting be approved. Director Clark asked to remove item D under New Business on the agenda, the services contract is under legal review. By a voice vote, the agenda for the regular meeting of January 22, 2019 was approved as amended.

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

NAY: None

ABSENT: None

Motion carried as amended.

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 January 8, 2019; Closed Session Minutes of January 8, 2019; Resolution #19-01 for Appointment of Authorized IMRF Agent; November Financial Statement; and, Approval of Warrant #2-including Expenses for Travel Expenses. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Comments from the Audience

No comments presented.

Presentations

President Gould acknowledged Mr. Robert (Bob) Friskics regarding his retirement from the Park District. On behalf of the Park Board, residents and employees, President Gould awarded Resolution #19-02 giving public recognition to Bob's contributions to the Palatine Park District. Continuing, President Gould said that this resolution is now part of the permanent record of the Palatine Park District and a copy of this resolution will be presented to Bob as a tribute from the community. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners adopt Resolution #19-02 for recognition and appreciation of Bob Friskics. President Gould requested a voice vote; the Resolution was unanimously accepted. The Board and staff acknowledged Bob's years of service and wished him well in his retirement.

The Board welcomed Mr. Randy Kochanski, Executive Vice-President of Palatine Community Baseball/Softball (PCBS) Board to the meeting. Mr. Kochanski previously provided the Park Board with a comprehensive presentation detailing both Palatine Youth Baseball/Softball (PYB/S) and Palatine Baseball Association (PBA) 2018 yearly reports and highlights regarding the merger transition of the two organizations, which are now under one group called Palatine Community Baseball/Softball (PCBS). Mr. Kochanski presented statistics of both groups including their 3-year enrollment trend, highlights and some challenges. Regarding Palatine Park District facilities, Mr. Kochanski wanted to give special recognition to the Parks Department including Superintendent Tynczuk; Assistant Superintendent Holder; Parks Manager Esunis; along with the Park Board all the other helpful staff members of the Park District, the support during the season and the improvements such as the shade structures are greatly appreciated. Regarding other areas of support, Mr. Kochanski gave special thanks to Assistant Superintendent Danz; Accountant Lyons; Aquatics Manager/Software Specialist Griffin; and, Assistant Customer Service Manager Bialek. Mr. Kochanski appreciated Lyons and Griffin's time and efforts with the financial reconciliation of the two organizations, which was a significant process. PCBS is looking forward as one force working together; Mr. Kochanski mentioned the redesigned logo; PCBS's new mission statement, vision and values; operating with 40 board members; and, continuing as a volunteer base organization. Director Clark complimented Mr. Kochanski who also worked hard along with staff reconciling financials. Commissioner Cozza and the entire Park Board thanked Mr. Kochanski for his time and energy contributing to the success of the baseball/softball organization and for tonight's presentation.

Regarding the proposed Affiliate, Parent and Special Interest Groups Platform, Executive Director Clark said that this is a significant goal which was many years in the making to accomplish. The Park Board previously received the platform booklet in preparation of tonight's presentation and potential adoption. Clark presented the proposed new platform and reviewed the classification system to create a more legally accepted and efficient platform of how the park district will support all groups. Clark said that we have more than 30 interest groups and the number continues to grow. The current non-written and inconsistent practices to support and manage the needs of various levels and groups with affiliation with the park district has become unmanageable; along with outdated affiliate agreements, new law and liability issues. Clark said that staff has worked with both MRMA and corporate legal counsel to review, endorse and create the requirements and update the agreements, which are included within the booklet materials. Clark also reviewed the process to educate all user groups; assist with filings; etc. Concerning Commissioner Cozza's inquiry, Clark will revise the platform booklet and add another group level for such groups as Bike Palatine Club. The Board thanked Director Clark and staff on their efforts with the Affiliate, Parent and Special Interest Groups Platform development.

Staff introduced the recently hired new full-time staff members to the Park Board, Alison Shariatzadeh, Recreation & Fitness Program Coordinator and Delaney Brauw, Assistant Facilities Manager. The Park Board welcomed Alison and Delaney to the Park District and thanked them for attending tonight's meeting.

Departmental Reports

The Board reviewed the previously distributed Parks and Planning Department Report. Supt. E. Tynczuk highlighted several report items including that the ice rink was to open today; the rink is located behind the amphitheater since Community Park grounds are in progress with the installation project of the field's new lighting.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle expressed the sad news of Stables Trainer/Barn Manager Bruns' husband passing. Regarding the Fitness Open House event in January, \$5,000 of revenue was generated that day with purchases of fitness renewal and new fitness passes. In February Custodial Manager Landeck will be retiring; staff is working on his replacement. Success continues with Falcon Park rentals, which are up 30% in 2018 from previous year. The ICompete fundraiser is scheduled for this Friday at Durty Nellie's and Nagle mentioned that any support would be appreciated.

The Park Board reviewed the previously distributed Finance Department Report. Asst. Supt. Becke highlighted 2018 annual review and year-end statistics covering the finance department and customer service/registration department highlights including program totals, special event registrations and staff updates. Lastly, Becke mentioned that the annual audit process is underway with staff interviews; and, the Park Bonds Ordinance is on tonight's agenda for approval.

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

New Business

The Park Board reviewed a previously distributed board summary for the proposed Affiliate, Parent and Special Interest Groups Platform approval and had discussion of this item during Director Clark's presentation of the proposed new program. There was consensus of the Park Board to table this motion; and, to incorporate the feedback from tonight's presentation concerning adding another group level titled "Special Interest Group". Director Clark appreciated the feedback received from his presentation and will make the appropriate additions and revisions to the platform booklet. Motion tabled.

For Park Board information only, staff distributed 2018 Agency Work Plan Progress Year-End Reporting for Trimester 3. With the end of December, the Park District completed performance of the third trimester and year-end of the 2018 fiscal year. As indicated when the Agency Work Plan for 2018 was presented and adopted by the Park Board, staff would provide trimester progress reports to the Board on what work and accomplishments have been completed each trimester by agency and aligned department goals. Director Clark added that he is thrilled with the body of work that the professional staff presents to the Board; and successes with the accomplishments. Continuing, Clark said that everyone is on the same page, which reflects solid effectiveness of the plan. Commissioner Cozza appreciates that it is a good job executing all the hard work in modernizing of the Park District with all the best processes and directories; though, wondered now to slow things down. Concurring, Director Clark said that during the recent workplan retreat, there was discussion about scaling back on goals, quality over quantity. The Park Board thanked staff for the final trimester reporting for 2018 and look forward to the new goals of 2019.

The Board reviewed a previously distributed board summary for Adoption of Ordinance #19-01; Consideration of an ordinance providing for the issue of \$789,000 taxable general obligation limited tax park bonds of the District for the purpose of providing the revenue source for the payment of certain

outstanding alternate bonds of the District, providing for the levy of a direct annual tax to pay the bonds and authorizing the sale of the bonds to the District's Corporate Fund Commissioner Rogers moved and Commissioner Ruff seconded that the Park Board of Commissioners adopt ordinance #19-01 as presented allowing the District to sell \$789,000 in Taxable Limited Park Bonds, Series 2019. Director Clark said that at January 8, 2019 Park Board meeting, Mr. Anderson reviewed the Park Bonds in preparation for tonight's Board action for the annual rollover bonds proceedings. The motion was approved by a roll call vote as follows:

AYE: Susan Gould, Jennifer Rogers, Nicholas Sawyer

NAY: None

ABSTAIN: John Cozza, Terry Ruff

Motion carried.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark reminded the Park Board about January's State Conference and thanked everyone on replying to the various events; Clark was happy to report that State Representative Tom Morrison will join us during the award luncheon in Chicago. In response to Commissioner Rogers' questions regarding Community Center's east side garage roof damage, staff confirm that we are in the process of insurance administering. Clark also mentioned many of February events which are coming up, please let us know if you are interested. Regarding school district's 60-acre parcel sold for home development, Clark noted that District 211 made their decision. Clark informed the Park Board on the new changes concerning the Prevailing Wage law.

Commissioners' Comments

Commissioner Sawyer is looking forward to IAPD/IPRA State Conference this week in Chicago.

Regarding future agenda items, no items were mentioned.

Executive Session

President Gould requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Ruff moved that the Board of Park Commissioners go into closed session for discussion of Executive Session; Section 2(c)(1) Open Meetings Act for discussion of appointment, employment, compensation, discipline, performance, or dismissal of specific employees 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 8:48 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: Susan Gould, John Cozza, Terry Ruff, Jennifer Rogers, Nicholas Sawyer

NAY: None

ABSENT: None

Motion carried at 9:14 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)(1) Open Meetings Act for discussion of appointment, employment, compensation, discipline, performance, or dismissal of specific employees 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 Ruff moved that the regular meeting be adjourned. Commissioner Rogers seconded the motion which was unanimously approved by a voice vote.

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

NAY: None

ABSENT: None

Motion carried at 9:14 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Susan Gould
President

Next scheduled Park Board meetings:

February 12, 2019
February 26, 2019
March 12, 2019
March 26, 2019
April 9, 2019
April 23, 2019