



Minutes of a Regular Meeting
Board of Park Commissioners of Palatine Park District held
at the Village of Palatine
Community Center Building in Community Room B
200 East Wood Street in Palatine
Tuesday, March 26, 2019 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

Susan Gould, President
Terry Ruff, Treasurer
Jennifer Rogers

Commissioners Absent

John Cozza, Vice President
Nicholas Sawyer

Staff Present

Michael Clark, Executive Director	Jim Holder, Asst. Supt. of Parks & Planning
Ed Tynczuk, Supt. of Parks & Planning	Joshua Ludolph, Asst. Supt. of Facilities
Steve Nagle, Supt. of Facilities	Pete Cahill, Asst. Supt. of District Services & Projects (HR)
Cheryl Tynczuk, Supt. of District Services & Projects	John Wilhelm, Falcon Park Recreation Manager
Donelda Danz, Asst. Supt. of Recreation	Trish Feid, Park Board Secretary/Executive Asst.

Approval of Agenda

Commissioner Rogers moved and Commissioner Ruff seconded that the agenda for the meeting be approved. Since we have 3 Park Commissioners present tonight, President Gould noted that we will have roll call votes for each motion and the approving votes will need to be unanimous. The result for the approval of the regular meeting of March 26, 2019 was approved as follows:

AYE: Jennifer Rogers, Terry Ruff, Susan Gould

NAY: None

ABSENT: Nicholas Sawyer, John Cozza

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 March 12, 2019; December and January Financial Statements; and, Warrant #6 – including Expenses for Travel Expenses. The result of the roll call vote follows:

AYE: Jennifer Rogers, Terry Ruff, Susan Gould

NAY: None

ABSENT: Nicholas Sawyer, John Cozza

Motion carried.

Comments from the Audience

No comments presented.

Departmental Reports

The Board reviewed the previously distributed Parks and Planning Department Report. Supt. E. Tynczuk highlighted the upcoming community meetings, the first forum is on Wednesday, April 3, 2019 regarding the Skate Park planning at Community Center in the multipurpose room. The master planning meeting for Maple Park's redevelopment, which is required for the OSLAD grant application process, is on Wednesday, April 10 at Falcon Park Recreation Center.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle reported that Palatine Hills Golf Course opened this weekend; many tee times were set-up and purchases made during the pro shop visits. At Falcon Park, new scoreboards with modernized controllers were recently installed. Nagle gave thanks to Asst. Supt. Ludolph and Parks staff on various energy changes within the District. Nagle responded to President Gould's question regarding IComplete, the online fundraiser campaign was distributed in lieu of the regular fundraiser event which was unexpectedly cancelled. Nagle will get back with President Gould on fundraising details regarding sponsoring a child or a program trip event. President Gould congratulated Stables Manager/Training Brun on Palatine Stables recognition from the United States Hunter Jumper Association (USHJA), which now lists Palatine Stables as an USHJA's Recognized Riding Academy. In response to Commissioner Rogers' inquiry regarding potential solar panels at Falcon Park, Asst. Supt. Holder said that staff is still looking into the prospective venture.

The Board reviewed the previously distributed Finance Department Report. Supt. Torres thanked Asst. Supt. Becke for preparing the department report. Torres briefed the Park Board on the preparations for the upcoming audit and GASB (Governmental Accounting Standards Board) statements 74/75 implementation regarding financial reporting. Torres complimented and highlighted staff members on various accomplishments; reviewed department statistics and information. Torres mentioned the IMET report included within the Commissioners' cloud folder for their review.

The Park Board reviewed the previously distributed 2018 Summer Program Evaluation Report. Asst. Supt. Danz reviewed the summer evaluation report and highlighted many activities and events along with programming challenges and solutions.

President Gould noted there were no other Departmental Reports. The Park Board thanked staff for the Department Reports and for the Summer Program Evaluation Report.

New Business

The Board reviewed a previously distributed board summary pertaining to the Award of Bid for Equipment Purchase for Dutch Schultz Recreation Area and Doug Lindberg Park Playground. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve, the lowest responsible bidder, Parkreation, Inc. of Prospect Heights, Illinois in the amount not to exceed \$115,411.15 for the purchase and delivery of playground equipment for the Dutch Schultz Recreation Area and Doug Lindberg Park. The motion was approved by a roll call vote; the result follows:

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

Motion approved.

The Board reviewed a previously distributed board summary for the Award of Bid for the Playground Installation Renovation Project for Dutch Schultz Recreation Area and Doug Lindberg Park. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the lowest responsible bidder, Absolute Home Improvements of Highland Park, Illinois, in an amount not to exceed \$111,248 for Dutch Schultz Recreation Area and Doug Lindberg Park Playground installation renovation projects. The motion was approved by a roll call vote as follows:

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

Motion carried.

The Board reviewed a previously distributed board summary for the Award of Bid for Falcon Park Window Replacement Project: Phase 1. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the bid for the Phase 1 Falcon Park Vertical Window Replacement provided by Pinto Construction Group, Inc. in the amount of \$85,725. Discussion ensued and with consensus of the Park Board to amend the motion and approve the entire Falcon Park vertical window replacement project by eliminating the phased-in approach with savings to Park District; therefore, the Park Board directed staff to use funds from capital reserves, in an additional amount of \$17,059, for the grand total amount of \$102,784 to complete the project in full this year. Commissioner Ruff moved and Commissioner Rogers seconded to accept the amended motion which was approved by a roll call vote as follows:

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

Motion carried as amended.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark updated the Park Board on the progress for the hiring of Supt. of Recreation; the first round of interviews were finished, the second round includes Q and A process with the Leadership team and Recreation staff, then we plan to decide on 2 or 3 candidates for the third round, which includes a district tour of facilities; shadowing staff; programming exercise; and, "one on one" with Clark; it will be a few more weeks until the final candidate decision is made. The application for NRPA Innovation Awards with our cooperative project at Harper College has been submitted. Clark also reminded the Board to file their Economic of Interests form online with Cook County. Clark mentioned the 2 community forums on the docket: Skate Park project and Maple Park redevelopment plan. Clark said sympathy to Gymnastics Coordinator Dunne with the loss of her mother; Asst. Supt. Danz informed the Park Board of the visitation and service arrangements on Saturday, March 30.

Commissioners' Comments

In response to Commissioner Ruff, staff confirmed the location sites for the community meetings, Skate Park at Community Center and Maple Park planning at Falcon Park. Commissioner Ruff shared his thoughts of having at least one female staff member on the initial interview committee for the hiring of Supt. of Recreation.

Commissioner Rogers expressed good luck to both President Gould and Commissioner Ruff on their

upcoming re-election. Commissioner Rogers said that she will miss the next Park Board Meeting.

President Gould highlighted that Marketing and Communications Manager Scovic is posting various announcements every day on the community neighborhood sites with receiving positive comments, items such as day camp programming conversation, etc.

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

Adjournment

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

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

Motion carried at 7:34 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Susan Gould
President

Upcoming Park Board Meetings:

April 9, 2019
May 14, 2019
June 11, 2019
July 9, 2019

April 23, 2019
May 28, 2019
June 25, 2019
July 23, 2019