



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, May 28, 2019 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

John Cozza, President
Terry Ruff, Vice President
Jennifer Rogers, Treasurer
Susan Gould

Commissioner Absent

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
Zaida Torres, Supt. of Finance
Donelda Danz, 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
Trish Feid, Park Board Secretary/Executive Asst.

Visitors and Citizens

Nick Arriaga, Hitchcock Design Group

Approval of Agenda

Regarding the consent agenda, Director Clark asked to approve the warrant excluding the purchase card items to allow appropriate time for the Park Commissioners to review. Per consensus of the Park Board, Commissioner Gould moved and Commissioner Rogers seconded that the agenda for the meeting be approved as amended. The result for the approval of the agenda of May 28, 2019 follows:

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

NAY: None

ABSENT: Nicholas Sawyer

Motion carried as amended.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Through consensus of the Park Board, Commissioner Ruff moved and Commissioner Gould seconded that the consent agenda be approved as amended. By a roll call vote, the following items under the consent agenda were approved: Regular Meeting Minutes of May 14, 2019; March Financial Statement; and, Warrant #10 – including Expenses for Travel Expenses and excluding purchase card items. Approval of the purchase card items will be on the June 11, 2019 Park Board agenda. The result of the roll call vote follows:

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

Motion carried as amended.

Presentations

The Park Board welcomed Hitchcock Design Group representative Mr. Arriaga to the meeting. Staff said that tonight's presentation of Maple Park's master re-development plan is to provide the Park Board with input received from staff and the community forum; informational only at this point. Mr. Arriaga, architect for Hitchcock Design Group, walked through the previously distributed PowerPoint presentation and highlighted the top priority items of the new master site plan concept. Community members top-ranked improvements include expansion and improvement to the paths; enhanced landscaping; shelter seating area; new playground; restroom and drinking fountain. Reviewing the illustration of the proposed concept plan, discussion for potential future improvement of the preschool building ensued; and, the architect made note for the site drawing of possible preschool expansion. Other topics mentioned and reviewed entailed additional landscaping to soften the existing building; OSRAD grant applicant and program; installation of bike repair station; new fitness equipment; new proposed playground and basketball court; and, swale rain garden for stormwater mitigation measures. The Park Board and staff thanked Mr. Arriaga for attending tonight's meetings. At an upcoming Board meeting, Asst. Supt. Holder said that staff will provide a Board Summary with a motion of actual costs and numbers for Maple Park's master plan.

Departmental Reports

The Board reviewed the previously distributed Parks and Planning Department Report. Supt. E. Tynczuk highlighted many project items at Hamilton Park and updates on the Skate Park development at Margreth Riemer Reservoir. E. Tynczuk complimented his staff with accomplishing difficult tasks during this rainy season, the baseball folks appreciated the efforts with the annual Casey Pohl Tournament and, opening process for all the pools along with unforeseen gas line breaks. In response to President Cozza's question, staff said that the disc golf tournament will be Father's Day weekend at Riemer Reservoir and the event plans have been arranged.

The Board reviewed the previously distributed Facilities Department Report. Supt. Nagle reported that the weather continues to be brutal and very disruptive for outdoor activities; it is a struggle to maintain projects on the golf course. Nagle thanked many of the Facilities staff for their support at many events over the past several weekends. Palatine Stables Manager/Trainer Bruns is securing some new horses at Palatine Stables, a donated horse and a new boarder.

The Board reviewed the previously distributed Finance Department Report. Supt. Torres highlighted many report items from both Finance and Registration Departments. During the busy season with the onset of summer, Torres said that the Finance Department dedicated a lot of time with the audit team and fulfilling their additional requests of reports and documents, it was very overwhelming and extremely time consuming. Staff will get back to President Cozza on his inquiry of memberships sold as stated in the report.

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

New Business

The Board reviewed a previously distributed board summary pertaining to Award of Bid for Family

Aquatic Center Concessions' HVAC Upgrade Project. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the lowest responsible bidder, Core Mechanical Inc. of Chicago Illinois, in the amount not to exceed \$26,600 for HVAC work at the FAC Concession Building. Staff said that the work will start when the pool is closed for the season; the project involves moving a lot of ductwork. The motion was approved by a roll call vote; the result follows:

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

Motion carried.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark reported on several items. Clark complimented Risk Manager Udany regarding his diligent work with the OSHA inspector and thanks to Parks staff with executing a substantial amount of work at Cutting Hall; Clark will continue to keep the Park Board updated. Clark is happy to announce the recent new hire of Asst. Supt. of Recreation; Colleen Palmer is scheduled to start on June 4. Director Clark reminded everyone of the June 19 special workshop meeting for discussion of Meadowlark Park and Palatine Stables at 5:30 p.m., location to be confirmed. Over the next couple of weeks, interviews will start for the hiring of the Supt. of Parks' position; Clark gave thanks to Asst. Supt Cahill. Clark said that the Park Foundation's spring fundraiser is this Saturday, June 1 at Palatine Hills Golf Course. Clark mentioned the disappointing delay with Community Center's basketball standards project and details of the process to date including his letter to the company's president with requesting a prompt response on this unsatisfactory situation.

Commissioners' Comments

Commissioner Ruff said that the project development work at Hamilton looks great. Commissioner Ruff complimented staff for the good job at Eagle Pool with repairing the gas leak.

Commissioner Gould is hearing positive feedback regarding Hamilton's new bike path from some of her neighbors, President Cozza added that this improvement is a great amenity to the park and community. Staff thanked Commissioner Gould for sharing the aerial picture of Hamilton Park that her son was able to capture. Commissioner Gould is waiting to hear back from the Village Manager regarding parking permit stickers for her neighborhood area.

Commissioner Rogers asked about the soggy conditions of the bike path by Ashwood Park, staff will investigate the area and review the FEMA flood map.

President Cozza highlighted Hamilton Park's Pickleball courts progress and thanked Asst. Supt. Holder on providing the multi-color selection options for the courts' colors. President Cozza said that he hopes to see everyone out at the golf course this weekend for the Park Foundation's fundraiser, the event Wine and Nine will be a lot of fun.

President Cozza 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 Gould moved that the regular meeting be adjourned. Commissioner Ruff seconded the motion which was unanimously approved by a voice vote.

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

Motion carried at 8:08 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

John (Jay) Cozza
President

Upcoming Park Board Meetings:

June 11, 2019
July 9, 2019
August 13, 2019
September 10, 2019
October 8, 2019
November 12, 2019
December 10, 2019

June 25, 2019
July 23, 2019
August 27, 2019
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October 22, 2019
November 26, 2019