



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, August 13, 2019 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

John Cozza, President
Jennifer Rogers, Treasurer
Nicholas Sawyer
Susan Gould

Commissioner Absent

Terry Ruff, Vice President

Staff Present

Michael Clark, Executive Director
Steve Nagle, Supt. of Facilities
Cheryl Tynczuk, Supt. of District Services & Projects
Zaida Torres, Supt. of Finance
Donelda Danz, Supt. of Recreation
Jim Holder, Supt. of Parks & Planning
Tina Becke, Asst. Supt. of Finance
Joshua Ludolph, Asst. Supt. of Facilities

Pete Cahill, Asst. Supt. of District Services & Projects (HR)
Colleen Palmer, Asst. Supt. of Recreation
Brad Helms, Golf Course Supt.
Dan Hotchkin, Golf Operations Manager & Head Professional
Erik Klebosits, Assistant Golf Professional
Michael Noens, Digital Marketing Coordinator
Trish Feid, Park Board Secretary/Executive Asst.

Visitors and Citizens

Dan Matthews, GHA
Mei Zhu, GHA
Mike Bower, PHGA

John Helpap, PHGA
Bill Crowley, PHGA
Joe Petricca, PHGA

Approval of Agenda

Regarding the consent agenda, Commissioner Gould moved and Commissioner Sawyer seconded that the agenda for the meeting be approved. Approval for August 13, 2019 agenda follows:

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

NAY: None

ABSENT: Terry Ruff

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Rogers moved and Commissioner Gould 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 July 23, 2019; Resolution #19-13 for Northwest Special Recreation Association (NWSRA) Annual Member Contribution; and, Warrant #15 – including Expenses for Travel Expenses. The result of the roll call vote follows:

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

Visitors and Citizens Comments

No comments were presented.

New Business

Introductions and greetings to Consulting Engineers Don Matthews and Mei Zhu of Gewalt Hamilton Associates, Inc., to present updates on Palatine Hills Golf Course Drainage Study regarding Smith Street culvert improvements. Commissioner Gould moved and Commissioner Sawyer seconded that the Board of Park Commissioners accept a proposal from Gewalt Hamilton Associates in the amount of \$99,952 to conduct the Phase II engineering services for the Smith Street Culvert project. Mr. Matthews said that studying the flooding issues at Palatine Hills Golf Course had started several years ago with a comprehensive study completed in 2011. Tonight, the engineers showed new analysis reports including a revision to the precipitation data, the data is 15% higher since rainfall totals are on the rise; and, re-examining the 2011 Study's 4 proposed alternate options along with new cost estimates. Regarding alternate #2, enlarging the existing culver at Smith Street. The results found in the 2011 study show that the golf course could benefit from doubling the size of the culvert under Smith Street. For this project and to avoid restriction by regulatory agencies, the existing culvert can remain intact, operational and functioning. The project would involve creating an additional culvert while maintaining the existing culvert, which will be less of an impact and helpful as construction progresses on the second culvert structure. Construction would cause only half of Smith Street to be closed, allowing traffic movement, which is extremely helpful. Alternate #2 will allow water to reach the Tom T. Hamilton reservoir drainage structure system with less impediment on the golf course; and, would in-turn lessen total inundation levels on the golf course and reduce the length of time the water remains on the course. Ms. Zhu and Mr. Matthews viewed all the other chart slides from the PowerPoint presentation and mentioned that all 4 alternates are all critical to allow the golf course to recover; therefore, quicker re-opening of the golf course after storm events. In response to questions, Clark reiterated the key point that alternate #2 will not stop the flooding, it will have the most impact during more intense storms; and, it may slow inundation on the golf course, less saturation. Regarding tonight's motion on the proposed engineering services for Smith Street culvert project, Mr. Matthews said that after the engineering work is complete, more tweaking will be made to the design's function. Commissioner Rogers inquired if there were conversations with the agencies involved about obtaining permits and if agencies would be onboard with the culvert project; in response, Mr. Matthew said that the permit requests are routine but that we would need Village of Palatine's approval. Concerning the trend with golf participation numbers declining, Commissioner Rogers would like comparisons over the years of when the golf course is closed due to flooding and the costs involved with restoration and totals of revenue lose. Commissioner Gould commented and others agreed that it is difficult to see the golf course flooding while the reservoir remain practically empty. Palatine Hills Golf Course is owned by the taxpayers too. There was consensus of the understanding as to why Metropolitan Water Reclamation District of Greater Chicago (MWRD) wants to preserve the large reservoir; Tom T. Hamilton Reservoir is there for the big surge of water events to avoid resident flooding. President Cozza raised thoughts concerning if we can afford to increase golf rates to assist with the significant drainage improvement costs. Staff introduced Palatine Hills Golf Association (PHGA) President Mr. Mike Bower, who requested to join the conversation and provided a letter of support for the drainage project, which was included with the Board Packet for the meeting. Mr. Bower introduced some of the PHGA's Executive Board who were present for the meeting and Mr. Bower said that he can sense the frustration due to the flooding issues and the excitement with potential drainage improvements. Mr. Bower said that PHGA has an

estimate of 160 members and complimented the efforts of Palatine Park District staff of trying to keep the golf course playable. President Cozza inquired about potential golf fees increasing due to drainage improvements cost to the Park District, Mr. Bower said if the increased rates are being competitive, and it would be attractive if improvements solve flooding. Discussion continued, President Cozza received consensus of the Park Board to table the motion. President Cozza would like Commissioner Ruff's thoughts on proposed drainage project, President Cozza said that alternate #2 will not solve the problem, it will help; and, it would be good for the Park Board to have time for contemplating. In response to Director Clark's inquiry towards the Park Board for additional information, which will be helpful and useful in formulating a decision, Commissioner Rogers requested staff to prepare a report with firm numbers of loss revenues and the expenses to restore when having to close the golf course due to weather related issues, and working with prior years of history data. Staff will plan to present for discussion the additional information at September 10, 2019 Park Board Meeting. Commissioner Gould moved and Commissioner Sawyer seconded that the Board of Park Commissioners table the proposal from Gewalt Hamilton Associates regarding phase 2 engineering services for the Smith Street Culvert project. Consensus to table the motion with the results following:

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

NAY: None

ABSENT: Terry Ruff

Motion tabled; item to be moved to September Park Board Meeting.

The Board reviewed a previously distributed board summary pertaining to Adoption of Ordinance #19-05, an ordinance providing for the issue of not to exceed \$1,450,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A of the Palatine Park District, Cook County, Illinois, for the purpose of refunding certain outstanding alternate bonds of said Park District, providing for the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment and authorizing the sale of said bonds to the purchaser thereof. Commissioner Gould moved and Commissioner Rogers seconded that the Park Board of Commissioners adopt the Ordinance #19-05 as presented allowing the District to sell not to exceed \$1,450,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A. At the July 23, 2019 Park Board Meeting, Mr. Andrew Kim of PMA Securities reviewed the PowerPoint presentation including the timeline; type of bond sale options and processing fees involved; and, an update on savings, currently with today's rates refinancing of bonds will be of savings of \$65,581 to the District. The motion was approved by a voice vote.

AYE: Susan Gould, Nicholas Sawyer, Jennifer Rogers

NAY: None

ABSENT: Terry Ruff

ABSTAIN: John Cozza

Motion carried.

The Board reviewed a previously distributed board summary pertaining to Award of Bid for Community Park Drainage Project. Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve the lowest responsible bidder, Prime Construction of Hampshire in Illinois, in an amount not to exceed \$69,820. The motion was approved by a roll call vote; the result follows:

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

NAY: None

ABSENT: Terry Ruff

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the 2019 Paving Project Bid updates. Supt. Holder wanted the Park Board to be aware of the situation, the District had 6 contractors request bid documents for the paving project; although, no bids were received. Apparently, with the inclement weather in the spring, the paving companies are busy finishing up large projects. Staff might be submitting a change order to the Community Park project to complete the drainage area, which will go out to bid soon.

Departmental Reports

The Park Board reviewed the previously distributed Parks and Planning Department Report. Supt. Tynczuk said that Human Resources has been busy with hiring staff, correcting some personnel situations, employee benefit preparation work and the CivichR onboarding platform. According to Risk Manager Uday highlights in the Department Report, June and July incidents were down over last year's numbers. The department is working on filling volunteer needs including many spots open for the upcoming Feet Fest event. Commissioner Rogers offered to volunteer on Sunday, August 25, 2019; Commissioner Sawyer is set to be the master of ceremonies (MC) for the starting of the race event, his standing position for all the District annual race events.

The Board reviewed the previously distributed Recreation Department Report. Supt. Danz announced that Communications and Marketing Manager Joan Scovic has accepted a new position at Northbrook Park District. This move in Joan's career is suited for her; unfortunately, it is a big loss for the Park District. Moving on with the report, Danz said that summer activities are coming to an end. Danz wanted to thank Commissioner Gould for being a sponsor at Canine Carnival, her support is appreciated at the popular annual event. Some of the other highlights mentioned included that the summer concerts are going great; swim lessons at Harper's aquatics did well throughout the summer and staff secured plenty of swim instructors; and the July temperatures helped populate the outdoor pools. President Cozza talked about his recent visit to Carmel Park District and highlighted their flex program pass information chart displayed on various television screens through their facility; Danz commented that our fitness staff is in the process of reworking our flex program format to match or be competitive with other fitness models, which staff has researched. President Cozza added thoughts on his vision with offering great service; and, President Cozza is looking for our service and opportunities to be a conversation piece in the community.

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

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark mentioned that at the next meeting, the topic about Falcon Park Recreation Center security will be addressed; Risk Manager Uday will be attending the meeting to answer questions on concerns and steps of actions. In the meantime, staff has cleared-out the path; worked with Falcon Park staff to create less apprehensiveness; police have conducted trainings and offered to escort staff to their cars. Continuing with the report, Clark said that the Succession and Re-organization Plan 2.0 is underway, meeting #4 with the Leadership Team took place last week and we are close to completing the proposed new job descriptions and corresponding job analysis questionnaires for the new plan. The 5-year plan will be presented to the Park Board before the end of 2019. Clark is happy to report that Glenn Hussey will be starting soon with the District, the new Asst. Supt. of Parks and Planning comes to us from Woodridge Park District. Regarding the window replacement project, the contractor has been onsite and crews

have started replacing windows at Falcon Park. The Celtic Cup Tournament is approaching and coming together; highlights of Cook County Board President Toni Preckwinkle's visit to Edgebrook's after school summer program through ICompete where she read to the children as a part of her community tour; staff is very happy to report the approval of the bike trail/bridges grant in the amount of \$200,000; Community Center elevator inspection process was a challenge and staff has made note to insist on another inspector for next year's annual review; and, Digital Marketing Coordinator Noens created a great video promoting Falcon Park's facility, which will be displayed during Falcon Park's open house, on the website, etc.

Commissioners' Comments

Commissioner Gould complimented staff on the organization of the Park District's Canine Carnival event; there was a service dog who attended the event and joined in on a lot of fun. Commissioner Gould said that it is always a great event.

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 Sawyer seconded the motion which was unanimously approved by a voice vote.

AYE: Susan Gould, Nicholas Sawyer, Jennifer Rogers, John Cozza
NAY: None
ABSENT: Terry Ruff
Motion carried at 8:53 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

John (Jay) Cozza
President

Upcoming Park Board Meetings:

September 10, 2019
October 8, 2019
November 12, 2019
December 10, 2019

August 27, 2019
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October 22, 2019
November 26, 2019