



VIRTUAL MEETING
NOTICE OF SPECIAL MEETING
BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT
****Remote Meeting via Zoom**
Agenda for November 10, 2020 at 4:00 p.m.

Vice President Rogers called the remote meeting to order at 4:03 p.m.

Commissioners Present:

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

Staff Present

Michael Clark, Executive Director	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	Colleen Palmer, Asst. Supt. of Recreation
Zaida Torres, Supt. of Finance	Glenn Hussey, Asst. Supt. of Parks & Planning
Donelda Danz, Supt. of Recreation	Dan Mangum, IT Manager
Jim Holder, Supt. of Parks & Planning	Patrick Griffin, Aquatics Manager
Tina Becke, Asst. Supt. of Finance	Trish Feid, Park Board Secretary/Executive Asst.

Visitors and Citizens

Jenny Levin, Palatine Jaycees	Megan McGaughey, Palatine Jaycees
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Approval of Agenda

Commissioner Gould moved and Commissioner Cozza seconded that the agenda be approved. By a voice vote, the agenda for the meeting of November 10, 2020 was approved.

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

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Cozza moved and Commissioner Gould seconded that the consent agenda be approved. The motion was amended with the request to move item 3C: Rejection of Bids for Project 20-16F, 2020 Golf Cart Lease to 5E under New Business; the amended motion was unanimously approved by the Park Board. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of October 27, 2020; 2021 IAPD Annual Meeting Delegate/Alternates Credentials Certificate; and, Warrant #21 - including Expenses for Travel Expenses. The result of the roll call vote follows:

AYE: Greg Sammons, John Cozza, Susan Gould, Jennifer Rogers
NAY: None
ABSENT: Terry Ruff
Motion carried as amended.

Visitors and Citizens Comments

Vice President Rogers confirmed that no questions were presented prior to or during the virtual meeting of November 10, 2020.

New Business

The Board reviewed a previously distributed board summary pertaining to the approval of Palatine Jaycees 2021 Hometown Fest Celebration Request. Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners approve the Palatine Jaycees use of Community Park and associated facilities for the 2021 Hometown Festival. Staff shall be directed to coordinate assistance for the celebration as listed in the request. Supt. Holder introduced the Palatine Jaycees members, the Park Board and staff welcomed Megan McGaughey and Jenny Levin to the meeting. Concerning the change in the Jaycees' request with the addition of a kickball tournament event in June, this new community event can allow more people to get involved, Commissioner Cozza asked about previously permitted scheduling on June 12, 2021, Director Clark said that we can work around that, if needed, as there is plenty of notice ahead of time. Staff will check with the affiliate schedule and make other arrangements if necessary. The Board thanked Megan McGaughey and Jenny Levin for attending the meeting and for the work involved with the Hometown Fest. The motion was approved by a roll call vote; the result follows:

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

President Ruff joined the meeting at 4:14 p.m.

The Board reviewed a previously distributed board summary pertaining to the approval of Ordinance #20-05 Tax Levy. Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners adopt Ordinance #20-05 assessing and levying taxes for 2020 in the amount of \$14,256,868 (fourteen million, two hundred fifty-six thousand, eight hundred sixty-eight dollars). The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of Resolution #20-06 Property Tax Extension Limitation Law (PTELL). Commissioner Gould moved and Commissioner Rogers seconded that the Board of Park Commissioners approve Resolution #20-06 Allocation of Tax Levy Amounts, directing the County Clerk to make any reduction in the District's 2020 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; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of Ordinance #20-06 Tax Abatement. Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners adopt Ordinance #20-06. An ordinance abating the tax hereto levied for the year 2020 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015C, General Obligation Park Bonds (Alternate Revenue Source), Series 2017, and General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, of the Palatine Park District,

Cook County, Illinois. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of the rejection of Bids for Project 20-16F, 2020 Golf Cart Lease. Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners reject all bids for the 2021 Golf Cart Lease opened on October 5, 2020 and instruct staff to rebid the project. Commissioner Cozza informed newly appointed Commissioner Sammons that the rejection of bids does not happen often; Supt. Nagle explained that the one of the two bids received did not meet specifications and the other bid received was well-over the budgeted amount. Staff is looking to keep up with the trends with the golf carts and want to provide updated design and amenities. Staff will submit the re-bidding process for the golf cart lease. The motion was approved by a roll call vote; the result follows:

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

Departmental Reports

The Board reviewed the previously distributed Written District Services and Projects Department Report. Supt. Tynczuk greeted everyone and wished all is well. Tynczuk said that she completed the CARES Funding application packet to apply for the entire \$5,000 funding; the packet is under processing with Cook County. This past week, Tynczuk and Asst. Supt. Cahill attended the IAPD Legal Symposium virtually; Park District Employment Attorney Chris Johlie was one of main speakers, presenting on the issues with lay-offs and the legal challenges. Tynczuk shared news from Human Resources, staff will be announcing another full-time staff retiring at end of this December. Lastly, Tynczuk reviewed the recent Communications and Marketing division's advertising strategy efforts for Turkey Trot and their teamwork with Recreation and Fitness Coordinator Shariatzadeh on new ideas. Communications and Marketing Manager Sotzen created the new logo redesign for Turkey Trot and staff displayed the new logo stenciling work throughout Palatine including the paths at Deer Grove promoting the 40th Turkey Trot event.

The Board reviewed the previously distributed Written Recreation Department Report. Supt. Danz welcome the group and highlighted the special events, Train with the Turkey; Howl-O-Ween Party; and the Halloween Party. Staff did a lot of juggling with the Halloween party details since we had to safely move groups of 24 participants with an event guide throughout the building to the different stations; it worked out really well. Danz said that the CARE Program continues to be a challenge and with the fluctuation of each month enrollment numbers, staff had to release 17 CARE staff members. Staff is constantly redesigning and reworking the staffing configuration.

The Board reviewed the previously distributed Written Annual Summer Pool Report. Supt. Danz welcomed Aquatics Manager Griffin to the meeting. Griffin said that this was a very unique summer, the Family Aquatics Center stayed closed all summer, and we had limited use at Eagle and Birchwood Pools. Staff was able to open Palatine Park District pools ahead of schedule; at least 2 full weeks prior to the other community pools. Griffin reviewed the aquatics' programming offered, which worked out nicely with maximizing as much pool time as possible while being diligent with our COVID protocols. Both the Tiger Shark Swim Team and the Diving Team were able to utilize the pool time as well. Staff plans to continue

some form of this structure at Harper and for next summer's programming for swim lessons, lap swim and water walking timeslots. One of the goals for 2021, staff plans to fill pool time as much as possible. Griffin responded to Commissioner Rogers' questions on the financial overview and Commissioner Cozza's question on the Family Aquatics Pool expenses. Griffin explained the expenses associated and allocated with the Family Aquatics Center even though the pool was closed this year. Commissioner Cozza wanted to give credit to staff and the other Commissioners on recognizing that both Birchwood Pool and Eagle Pool should be open. Commissioner Cozza said that we really did a service to the residents with offering swim lessons, lap swim, etc. and it amounted to some revenue; it was a good decision. Danz said that the users were appreciative of having the 2 pools open and being able to use them. Commissioner Cozza asked about any updates on the pool situation at Harper College; with COVID numbers increasing, Danz said that the message from our most recent meeting with Harper, they are staying with a conservative approach until COVID numbers go down.

President Ruff noted there were no other reports. The Park Board thanked staff for the Department Reports and for the Annual Pool Report.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark thanked the Board and staff for the kind words and support while out of the office, Clark said that his dad was doing better. Continuing with the report, Clark said that COVID mitigation is the theme for us as we continue to get positive cases and positive exposures with staff and participants. Risk Manager Udany is doing a great job with the contact tracing implementation. Clark said that we adapt with the change and remain diligent on getting information out. Regarding IHSA decision to defy the Governor's direction and allow indoor activities, Clark said that normally the Park District would align with IHSA, not in this case with being under state high-risk conditions. The CDC added a new guideline that constitutes contact with an infected individual for up to 15 minutes within a 24-hour period now also qualifies as a close contact and quarantine requirement. This new guideline is added to our protocol and staff is aware. Stables staff is happy to announce the hiring of the barn hand; Clark added thanks to Trainer/Barn Manager Bruns, Supt. Nagle and Asst. Supt. Cahill with their due diligence of this unique position. Falcon Park Recreation Center was still a polling place this year, staff said that the polling judges were pleased with the organization, preparations and support from our facilities staff. Regarding the 2021 Budget, it is in the 30-day review process, let us know of any questions. Clark mentioned that he is looking for feedback for the sick incentive pay-out and asked for the Board's thoughts; staff will send out the payout list to the Commissioners.

Commissioner Reports

Regarding the new bike station at Plum Grove Reservoir by Harper College Campus, Commissioner Sammons said that it looks nice. Commissioner Sammons asked about the pickleball schedule for early bird users; with Harper College facility being closed, Director Clark said that staff will investigate and look at other options. Commissioner Cozza asked about using Falcon Park and/or Birchwood for some early indoor court timeslots. Relating to Park District identification as Park Commissioner, staff will order business cards for Commissioner Sammons.

President Ruff said that the renovated bike trail was packed with users and gave compliments to Supt. Holder on his efforts with the project. President Ruff enjoyed his bike ride on the trail, the bridges are nice and the entire area really looks great. To all the staff at this meeting, President Ruff wanted to say how proud and how grateful we all are for everything that staff members are doing. The Park Board knows it has been a long tough year and unfortunately, it is going to get harder again and we are going to lean on you to do the extra things you can, to try to make everything work for the citizens of Palatine. During this time, the community does not see staff as often to be able to thank you, so President Ruff wanted staff to accept his thanks and share with your staff how important the Park Board thinks of everything you are

doing. Hang in there, the Board is doing everything we can and support you and say thanks.

Regarding future agenda items, no items were mentioned.

Executive Session

President Ruff requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Gould moved and Commissioner Cozza seconded 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 the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District and Section 2(c)(11) Open Meetings Act for discussion of pending, or probable and imminent litigation against, affecting or on behalf of the District. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried at 4:54 p.m.

Return to Open Session

Commissioner Cozza moved to come out of closed session at 5:20 p.m. and resumed to the regular meeting of the Board of Park Commissioners; Commissioner Gould seconded the motion which was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: None

Motion carried.

Action on Matters Considered in Closed Session

President Ruff said that there was discussion regarding Closed Session Section 2(c)(1) Open Meetings Act for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District and Section 2(c)(11) Open Meetings Act for discussion of pending, or probable and imminent litigation against, affecting or on behalf of the District. President Ruff said that there was no action at this time.

Adjournment

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

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

NAY: None

ABSENT: None

Motion carried at 5:20 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Terry Ruff
President

2020 Park Board Meetings

November 24, 2020

December 8, 2020

2021 Park Board Meetings

January 12, 2021
January 26, 2021
February 9, 2021
February 23, 2021
March 9, 2021
March 23, 2021
April 13, 2021
April 27, 2021

May 11, 2021
May 25, 2021
June 8, 2021
June 22, 2021
July 13, 2021
July 27, 2021
August 10, 2021
August 24, 2021

September 14, 2021
September 28, 2021
October 12, 2021
October 26, 2021
November 9, 2021
November 23, 2021
December 14, 2021