



VIRTUAL MEETING
REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT
****Remote Meeting via Zoom**
Minutes of April 13, 2021 at 5:00 p.m.

President Ruff called the remote meeting to order at 5:03 p.m. and acknowledged due to Restore Illinois Mitigation guidelines tonight's Board meeting will be conducted via video Zoom platform, and in accordance with SB 2135. To ensure all discussion, testimony and votes could be heard President Ruff confirmed each member of the Board was able to hear him by a roll call response.

Commissioners Present

Terry Ruff, President

Jennifer Rogers, Vice President

Susan Gould, Treasurer

John Cozza

Greg Sammons

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

Joshua Ludolph, Asst. Supt. of Facilities

Pete Cahill, Asst. Supt. of District Services & Projects (HR)

Colleen Palmer, Asst. Supt. of Recreation

Glenn Hussey, Asst. Supt. of Parks & Planning

Dan Mangum, IT Manager

Patrick Griffin, Aquatics Manager

Trish Feid, Park Board Secretary/Executive Asst.

Visitors and Citizens

Ryan McGaughey, Palatine Jaycees

Joel Nagle, Palatine Jaycees

Weston Emerson, Palatine Jaycees

Elena Ferrarin, Daily Herald

Approval of Agenda

Commissioner Gould moved and Commissioner Cozza seconded that the agenda be approved. By a roll call vote, the agenda for the meeting of April 13, 2021 was approved.

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

NAY: None

ABSENT: None

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. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of March 23, 2021; and Warrant #7. 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.

Visitors and Citizens Comments

President Ruff confirmed no questions were presented from the public prior to or during the remote meeting of April 13, 2021.

New Business

The Board reviewed a previously distributed board summary pertaining to the approval of the Jaycees Fall Back Brew Fest 2021. Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners approve the Palatine Jaycees use of the Family Aquatic Center parking lot on Saturday, October 2, 2021 to host their annual one-day fund-raising event if the anticipated crowd size complies with the current Restore Illinois Plan for that date. In response to Commissioner Cozza, Mr. Joel Nagle from the Jaycees said that the Jaycees will abide by all state guidelines and keep in contact with Supt. Holder on any changes. Director Clark said that the approval is contingent upon state guidelines; and the Jaycees will submit a full mitigation plan and remain in compliance with the permissible gathering of people under the Restore Illinois Plan. 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 2021 Palatine Township Senior Citizens Council (PTSCC) funding request. Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners approve the funding request for the 2021 fiscal year by the PTSCC and that staff disburse the first half of this year's funds in the amount of \$112,781.22. Supt. Danz introduced Palatine Township Senior Citizens Council Executive Director Diane Lancour to the meeting; Ms. Lancour expressed thanks to the Park Board and staff; PTSCC is thankful to Palatine Park District, thanks to all the activities, trips, etc. that we are providing, we are very thankful for all your support. In response to Commissioner Rogers' questions, Supt. Zaida said that the loan payment of \$218,143.31 will be paid in full in 2025. Director Clark congratulated Director Lancour on her position. 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 a board summary and policies pertaining to the Review and/or Approval; Affiliate, Parent and Special Interest Group Program Guidelines and Procedural Manual Section 7.03 (Affiliate, Parent and Special Interest Groups Program Components). Commissioner Cozza moved and Commissioner Sammons seconded that the Board of Park Commissioners approve Sections 7.03 (Affiliate, Parent and Special Interest Groups Program Components) of the Affiliate, Parent and Special Interest Group Program Guidelines and Procedural Manual as presented. 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 Maple Park Redevelopment Project Change Order #1. Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners approve Maple Park Redevelopment Project Change Order #1 in the amount of \$24,060 to undercut an additional 12 inches and add Biaxial Geogrid to the subbase for the basketball court and to relocate the storm water comp storage area outside of the playground area. In response to Commissioner Cozza, Supt. Holder said that we did we know the playground was having moisture

problem and found out that it was designed to hold water but now the new design will drain off all water from the subsurface. 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 Lease Agreement with Village of Palatine and Palatine Park District for 150 West Wilson Street. Commissioner Gould moved and Commissioner Cozza seconded that the Board of Park Commissioners approve the lease agreement for the use of office space at 150 W. Wilson for the park district CARE Program and other office and storage needs as presented. Commissioner Cozza inquired on the agreement, and Commissioner Gould added that the minimal yearly payment is due to the consideration in a contract; Director Clark reviewed the CARE staff members that will be using the building and explained that it is a yearly contract with hopes to have 2 or 3 years of using the building. The Park District will only be using the 2nd floor of the building. Clark gave thanks to Village Manager Reid Ottesen with his time and effort on the arrangement. 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 highlighted a couple of items, staff is happy to report the hiring of the new Marketing Coordinator, Cassidy Schmidt is starting in mid-April; Asst. Supt. Cahill is working with IDES regarding unemployment; and the hiring task force is addressing job position needs and prioritizing the summer jobs. The requested vacation accrual summary information is found within the report and the full breakdown follows Director Clark's report. IT Manager Mangum is working with Comcast on several issues and Mangum is working on solutions moving forward. Staff is working on the Earth Day event starting on April 22; and the on-demand programming launched this month.

The Board reviewed the previously distributed Written Recreation Department Report. Supt. Danz highlighted a few items including the Hound Egg Hunt event which was successful. In response to Commissioner Rogers' question, Asst. Supt. Palmer thinks in the past we had about 150 dogs participate in the Hound Egg Hunt event compared to 52 dogs this year. Commissioner Gould said it was hard to tell with the different venue this year and process, the Hound Egg Hunt was a great event and nicely organized. Continuing with the report, Danz said that staff is happy with the preschool numbers, a lot more registered for the fall; the early childhood classes are inundated and staff is opening more classes to accommodate the need, also good news. Danz notes that tennis and other outdoor sports are more successful with registrations; the imagined Fitness Center pass to include running club and group fitness is an improvement with following some ideas from outside vendors; the pool at Harper is successful with participants, staff was able open shallow end allowing more activity in pool. Danz noted that Harper will be closed 2 weeks in August for their annual cleaning.

Review of COVID Action Plan Updates and Campaigns. Director Clark said that the staff committees can provide the Board with their updates. Asst. Supt. Cahill gave updates on the Return to Work Task Force, currently the focus is on vaccinations. Supt. Nagle said that the Return to Customer task force's purpose has been being diligent to mitigation needs and focus on engaging customers.

President Ruff noted there were no other reports. The Park Board thanked staff for the Department Reports and the COVID updates.

Executive Director's Report

The Board reviewed the previously distributed Executive Director’s Report. Director Clark spent time with Commissioner Sammons this week along with Executive Asst. Feid to answer any questions and get feedback from his review of new commissioner materials. Regarding staff getting ready for the summer pool season, Director Clark appreciates staff efforts; concerning the tagging at the Skate Park staff needs to find a covering paint; and the annual Arbor Day event is at the end of the month at Falcon Park. The Election is over and Clark offered congratulations to Greg Sammons and Joe Petricca; at the first meeting in May, we will approve the canvass of election votes. The Audit work has been successful, Clark noted a good job by Supt. Torres and finance staff. Clark said that POC will be awarded the \$1,000 PowerPlay grant. In response to Commissioner Sammons’ question on submitting and filing the Statement of Economic Interests, Commissioner Gould said that Commissioner Sammons will need to file again. Regarding the Hicks Trail Underpass Artwork, Commissioner Cozza said that we should add signage of the artists in process artwork, Supt. Holder said that we are providing volunteer t-shirt to identify their intention. Commissioner Gould added that the artists live at the Renaissance Towers.

President Ruff thanked Director Clark for his report.

Commissioner Reports

Commissioner Sammons said that he has received multiple inquiries regarding the installation of the windscreens at Hamilton; Supt. Holder said staff will be putting them up in next week or so; Holder said that staff needed to wait on the install due to unwanted weather conditions.

Commissioner Gould said that the Multiple Listing Service awarded Commissioner Gould’s office a little library. Commissioner Gould said she talked to Supt. Holder about installing the little library at Sycamore Park. Then the next day to visit the library and to fill it up with books, Commissioner Gould said that there were books already in the library. Commissioner Gould said that this neighborhood little library will be well-used. Commissioner Gould gave thanks to the Parks Crew on installing the library.

Commissioner Rogers gave congratulations to Commissioner Sammons and soon to be Commissioner Petricca. Commissioner Rogers said that when receiving her second vaccination, she met someone who was very complimentary of park districts and was grateful to have programming for her children. It seems people want to get back out there and are looking at park districts’ options.

Regarding future agenda items, President Ruff noted that no items were presented.

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 roll call vote.

AYE: Greg Sammons, John Cozza, Susan Gould, Jennifer Rogers, Terry Ruff
NAY: None
ABSENT: None
Motion carried at 6:06 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Trish Feid
Secretary

Approved:

Terry Ruff
President

2021 Park Board Meetings

April 27, 2021
May 11, 2021-Commissioner
Cozza's last day as Park
Commissioner after 30 years
of service to Palatine Park
District and the community!
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