



VIRTUAL MEETING  
REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT  
**\*\*Remote Meeting via Zoom**  
Minutes of April 27, 2021 at 5:00 p.m.

President Ruff called the remote meeting to order at 5:00 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	Greg Sammons
Jennifer Rogers, Vice President	John Cozza
Susan Gould, Treasurer	

Staff Present

Mike Clark, Executive Director	Colleen Palmer, Asst. Supt. of Recreation
Steve Nagle, Supt. of Facilities	Glenn Hussey, Asst. Supt. of Parks & Planning
Cheryl Tynczuk, Supt. of District Services & Projects	Dan Mangum, IT Manager
Zaida Torres, Supt. of Finance	Christine Hubka, Customer Service Manager
Donelda Danz, Supt. of Recreation	John Wilhelm, Falcon Park Facility Manager
Jim Holder, Supt. of Parks & Planning	Rachel Lara, Falcon Park Family/Youth Program Specialist
Joshua Ludolph, Asst. Supt. of Facilities	Trish Feid, Park Board Secretary/Executive Asst.
Pete Cahill, Asst. Supt. of District Services & Projects (HR)	

Visitors and Citizens

Gregory Post, Palatine Celtic Soccer Club	Dave Tofilon, Palatine Celtic Soccer Club
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Approval of Agenda

Commissioner Cozza moved and Commissioner Gould seconded that the agenda be approved. By a roll call vote, the agenda for the meeting of April 27, 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 April 13, 2021; March 2021 Monthly Financial Analysis; and Warrant #8. 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 27, 2021.

Presentation

The Board reviewed the previously distributed Palatine Celtic Soccer Club Annual Report. The Park Board and staff welcomed Palatine Celtic Soccer Club representatives Mr. Gregory Post and Mr. Dave Tofilon to the meeting. Mr. Post, former President of the Palatine Celtic Soccer Club, said that last year was incredibly challenging and he reviewed several of the concerns due to COVID. Revenues took a big hit; the Celtic Club gave thanks to Palatine Park District for working with them and deferring the loan last year. Mr. Post added that currently we are almost back to normal. In response to Commissioner Rogers, Mr. Post confirmed that players and spectators need to wear masks. Mr. Post gave thanks to Falcon Park Facility Manager Wilhelm for his help and thanks to the continued support of the Park Board. Supt. Nagle thanked Mr. Greg Post, and said that he looks forward to working with new President Mr. Dave Tofilon in the coming years. President Ruff thanked Mr. Post and Mr. Tofilon for their report and welcomed Mr. Dave Tofilon as Palatine Celtic Soccer Club President.

New Business

The Board reviewed a previously distributed board summary for the approval of the approval of Palatine Celtic Soccer Labor Day Tournament Request. Commissioner Cozza moved and Commissioner Rogers seconded that the Board of Park Commissioners authorize the use of twenty-nine park/school field set ups, support for up to 450 teams with review and approval of schedule and fields by park district staff, and field lighting per staff recommendation for the Palatine Celtic Soccer Labor Day Tournament being held Friday, September 3, 2021 through Monday, September 6, 2021. Commissioner Sammons asked if they expect anything difference with the tournament planning, Mr. Post said that kids want to play soccer and the numbers are good. The Celtic Club is planning on 300 teams in the Celtic Soccer Labor Day Tournament. 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 and policies pertaining to the approval of the review and/or approval of the Affiliate, Parent and Special Interest Group Program Guidelines and Procedural Manual Section 7.05 (Program Requirements and Standards). Commissioner Cozza moved and Commissioner Gould seconded that the Board of Park Commissioners approve Sections 7.05 (Program Requirements and Standards) 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 adoption of the Land-Cash Impact Fees – Loft Apartment Development. Commissioner Cozza moved and Commissioner Sammons seconded that the Board of Park Commissioners adopt the land cash ordinance calculations for the Loft Apartment Development and direct staff to negotiate cash donation in lieu of park property as presented. Discussion ensued, Commissioner Cozza questioned the calculations and the total amount of the Land-Cash Impact Fees presented; Director Clark said that this is a starting point to present and negotiate with the developer. Clark will follow up on Commissioner Cozza’s request to confirm the calculations. 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 for the approval of the amendment to Administrative Policy 2.08.19 Operating Drones in Parks. Commissioner Cozza moved and Commissioner Sammons seconded that the Board of Park Commissioners approve the amendment to Administrative Policy 2.08.19 Operating Drones in Parks. Commissioner Gould said that she would prefer not having drones in our parks, Director Clark said that the endorsement of drones is by the state; although Clark said that the Park District can say no drone use at the time for the approval of the special permit request. Commissioner Cozza said it is important to have the policy; in response to Commissioner Sammons, Clark said that no property incidents are noted on record. Regarding the drone user that President Ruff talked with at Hamilton, President Ruff said that the police inform the drone user that they can fly anywhere within the Village if they are following FAA guidelines on drones. 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 Parks and Planning Department Report. Supt. Holder highlighted a couple of items. Holder said that the Maple Park playground is complete; and provided other site redevelopment updates, the entire project is moving along very well. In response to Commissioner Sammons, Holder said that the dig-out area north of Maple is for storm water management, a requirement of MWRD. Regarding the IDOT's box culvert project under Palatine Road, the Palatine Park District was included in the initial engineering and environmental phase of this project. Holder said that this is an opportunity to ask for the underpass to connect with the future trail extension. Staff had discussed this proposal with Salt Creek and VOP, then had a meeting with IDOT's staff and IDOT will be looking into it. This is in the investigation stage, the preliminary stage, if IDOT needs to raise the road profile then it may be cost prohibitive.

The Board reviewed the previously distributed Written Facilities Department Report. Supt. Nagle briefly highlighted a few report items. Nagle said that staff is seeing an increased with customer interest regarding the outdoor areas of Palatine Hills Golf Course and Palatine Stables. The Head to the Hills event at the golf course last weekend had great attendance and Nagle gave thanks to the staff on the successful event. Nagle reminded everyone of the POC's Cinco De Mayo event at Falcon Park Recreation Center from 4:30 p.m. to 6:30 p.m. on May 5<sup>th</sup>; the event flyer is included within the Board packet.

The Board reviewed the previously distributed Written Finance Department Report. Supt. Torres highlighted a few report items, mentioning updates on payroll and the audit. Torres said that she is providing Department Heads weekly reports on revenues received excluding property tax funds to show when we can meet our target with just operation revenues. In response to Commissioner Sammons' question regarding the status of the first phase of capital in non-tax revenue to allow staff to start phase 1, Torres said that the District is two-thirds of the way there. Regarding Commissioner Sammons' request, Torres said that staff will provide tracking reports going forward on the non-tax revenue status. Torres gave congratulations to Customer Service Manager Hubka on passing her CPRP exam; the Board and staff congratulated Hubka. Torres is also working with PMA and creating a financial model covering the District through 30-years. Commissioner Cozza highlighted Supt. Torres' acceptance to the invitation to be the Co-Chair of the Business group for Park Districts, a statewide group. Torres turned the meeting over to Customer Service Manager Hubka and Hubka

reviewed the report including updates on registration of programming, memberships and refunds for the month of March.

The Board reviewed the previously distributed 2020 Falcon Park Annual Report. Supt. Nagle wanted to acknowledge that due to COVID and the shutdown of Falcon Park during parts of 2020, Falcon Park staff worked at other locations of the Park District providing needs to various functions so that those facilities were able to serve the public during COVID; and/or assisted in the District's maintenance operations. Nagle introduced Falcon Park Facility Manager Wilhelm and Falcon Park Family/Youth Program Specialist Lara to the meeting. Staff provided a very comprehensive annual report and highlighted many items. During COVID staff focused on improvements to the facility; created new policies and procedures keeping customers and staff safe; mitigation plans updates; re-imagined ICompete programs and ways to engage the community with many special events; and success with the pickleball reservation system. Staff continues to align the District with the needs of the community. The Board thanked staff for their report.

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

#### Executive Director's Report

The Board reviewed the previously distributed Executive Director Report. Director Clark reminded everyone that the next meeting is the annual meeting of the Park Board and new officers will be appointed; please review the May 11, 2021 agenda of the various Board Appointments and let us know if you are interested. On Friday, Clark will be in the office for the Arbor Day event and meeting with D15. Clark gave special thanks to District Services and Projects Supt. Tynczuk and the Communications and Marketing Division for the development of the Earth Day Adventure, a very creative platform and good for families during these times. The Skate Park has reopened, Clark gave thanks to Athletic Coordinator Ranum on starting various programming and clinics at the Skate Park, which are very popular. Clark reminded everyone to file their Statement of Economic Interests with Cook County online before May 1<sup>st</sup> to avoid a penalty. Executive Director Clark and his wife Donna both congratulated Commissioner Cozza on his dedication and service to the Park District.

#### Commissioner Reports/Future Agenda Items

Commissioner Sammons mentioned that the windscreens are up at Hamilton and they look great.

Commissioner Cozza said that these past 30 years as Commissioner does not seem like it was that long. Commissioner Cozza said that so much has changed in the world in those 30 years but what is not different, is the incredible Commissioners, incredible staff and incredible volunteers!! The District's development over the years was remarkable with new parks, facilities and various renovations including the 3 pools; the policy manuals are outstanding and thanks to Director Clark with creating and updating the manuals; and the memory of last year's tension at this time while watching staff do their best for the Park District as they continued engaging and serving the community. Commissioner Cozza can still remember his first Park Board meeting; the next meeting will be Commissioner Cozza last meeting after serving the Park Board and community for 30 years.

In response to Commissioner Gould's inquiry on the Palatine Township Senior Center fundraiser last Sunday, Supt. Danz said that the Senior Center net \$6,000 and plan to continue with future fundraisers.

Commissioner Rogers commented that she is glad the Hometown Fest is cancelled.

President Ruff asked District Services and Projects staff about the Blue Cross situation that goes back to 2008, staff will investigate. Commissioner Rogers mentioned that if part of a government, the plan does not apply.

President Ruff and the entire Park Board thanked Commissioner Cozza for all that he has done; and President Ruff enjoyed Commissioner Cozza’s report.

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 6:23 p.m.

Respectfully submitted,

Trish Feid  
Park Board Secretary

Attest:

Approved:

Trish Feid  
Secretary

Terry Ruff  
President

2021 Park Board Meetings

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