



Virtual Meeting
REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT
Minutes of September 14, 2021 at 5:00 p.m.

President Rogers 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 Rogers confirmed each member of the Board was able to hear her by a roll call response.

Commissioners Present

Jennifer Rogers, President	Joe Petricca
Susan Gould, Vice President – delayed	Terry Ruff – lost connection briefly
Greg Sammons, Treasurer	

Staff Present

Mike Clark, Executive Director	Joshua Ludolph, Asst. Supt. of Facilities
Steve Nagle, Supt. of Facilities	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	Trish Feid, Park Board Secretary/Executive Asst.
Michelle Eckleberry, Supt. of District Services & Projects	

Visitors and Citizens

No visitors.

Approval of Agenda

Commissioner Sammons moved and Commissioner Petricca seconded that the agenda be approved. By a roll call vote, the agenda for the meeting of September 14, 2021 was approved.

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

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Sammons moved and Commissioner Petricca 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 August 24, 2021; Closed Session Minutes of August 24, 2021; and Warrant #17. The result of the roll call vote follows:

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

Visitors and Citizens Comments

President Rogers confirmed no questions were presented from the public prior to or during the remote meeting of September 14, 2021.

Departmental Reports

The Board reviewed the previously distributed Written District Services and Projects Department Report. For the month of August, Supt. Eckelberry said that she is still learning. Staff changed the job page on the career landing site. Eckelberry gave thanks to Communications and Marketing for their help on the new recruitment slogan and campaign work. IT has been researching phone systems and gathering information. Commissioner Sammons asked about the Living Tribute, which was a donation from the Palatine High School class of 1971. President Rogers likes the podcasts, the one for pickleball was good. President Rogers inquired about interviewing Commissioners, President Rogers thinks that would be valuable and informative on understanding the Park District.

Commissioner Ruff rejoined the virtual meeting after have connectivity issues.

The Board reviewed the previously distributed Written Recreation Department Report. Supt. Danz briefly highlighted a few items from the report. The race event, Feet Fest Family Fun, was switched to a virtual run due to the low enrollment. Fitness Coordinator Shariatzadeh and Danz handed out the race packets, 25-30 participants came out and some of them ran the race on site, a total of 44 registrants signed up. The dance manager and the dance assistant manager resigned on August 5, staff is actively recruiting for the dance program and dance company, as well as rebranding the program. The archery instructor, Mr. Ken Walther has retired after ten plus years, staff wanted to recognize his years of dedication and wish him well in retirement. Staff found his replacement for the archery program which is starting this month. Pickleball started up in September at Harper with no one showing up; staff will send out another email of pickleball play options at Harper. In response to President Rogers, Danz said it is a drop-in program at Harper. Responding to Commissioner Sammons, Danz said that there is a \$5.00 fee for the pickleball drop-in program; also Danz confirmed that it is posted in the catalog. There were comments with the nice weather that players are probably outside playing for free. President Rogers asked about Turkey Trot, Danz said that staff is planning for the race since the event is outside. President Rogers inquired about the Polar Express event; Danz said that participants will be wearing masks.

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

New Business

The Board reviewed a previously distributed board summary pertaining to the approval of Resolution #21-05 Purchase of Property at 206 East Palatine Road. Commissioner Ruff moved and Commissioner Sammons seconded that the Board of Park Commissioners approve Resolution #21-05 for the purchase of property at 206 East Palatine Road. In response to President Rogers, Director Clark said that closing of the property is tomorrow. The motion was approved by a roll call vote; the result follows:

- AYE: Terry Ruff, Joe Petricca, Greg Sammons, Jennifer Rogers
 - NAY: None
 - ABSENT: Susan Gould
- Motion carried.

The Board reviewed a previously distributed board summary pertaining to the approval of Palatine Hills Golf Course Equipment Replacement through Sourcewell. Commissioner Sammons moved and Commissioner Petricca seconded that the Board of Park Commissioners approve the purchase of one John Deere Triplex Greensmower, Model 2550 E-Cut Hybrid, for the amount of \$42,039 from Revels Turf and Tractor (Formerly JW Turf) through SourceWell, a group purchasing agency. Commissioner Sammons confirmed the information on the group purchasing agency used for the purchase. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of Purchase for two Replacement Fleet Trucks through Sourcewell. Commissioner Sammons moved and Commissioner Ruff seconded that the Board of Park Commissioners approve, the lowest responsible bidder, National Auto Fleet Group of Watsonville, California, in the amount not to exceed \$73,932.39 for the acquisition of two (2) 2022 Chevrolet pick-up trucks through Sourcewell contract #120716-NAF. Commissioner Sammons asked about the trade-in process for the older trucks, Holder said that staff uses an online auction agency, Public Surplus Company, for selling the older trucks and other equipment. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of Cutting Hall Roof Rehabilitation. Commissioner Petricca moved and Commissioner Ruff seconded that the Board of Park Commissioners approve, the lowest responsible bidder Anthony Roofing Tecta America LLC of Aurora, Illinois, in the amount not to exceed \$54,400 for the Cutting Hall Roof Rehabilitation project through TIPS Interlocal Purchasing System, contract #200201. Commissioner Sammons inquired on the overall condition of Cutting Hall and questioned the status, Supt. Holder said that it is an old building and needs a lot of work. Supt. Nagle said that a few items are already noted in the Repair and Replacement Plan. In response to President Rogers, Asst. Supt. Ludolph said that Cutting Hall was established in 1927. Director Clark said that the facility will be discussed with the next Strategic Planning meeting to determine the course for Cutting Hall. The motion was approved by a roll call vote; the result follows:

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

Executive Director's Report

The Board reviewed the previously distributed Executive Director Report. Director Clark mentioned that the Stables caretaker is interested in taking the job of barn hand and when the apartment is ready, he indicated his interest to live onsite at the apartment. Staff is planning to do the bare minimum on rehabbing the apartment. Staff is working hard on the fund budgets; along with Supt. Torres, Clark has reviewed the budgets. The District hired the new Asst. Supt. of Finance, Ms. Gergana Minchev, who starts the first week of October. Next week is NRPA Conference in Nashville, Clark will be there with a few other staff members. Regarding the missing Parks' utility golf cart that the Village borrowed during Street Fest, it appears to not be coming back and has been reported to the police as stolen. The 1995 cart is an old model but had good amenities for a utility cart, staff is working on the replacement cost for Village of Palatine. Clark wanted to thank Supt. Torres on the wonderful work on improving the finance picture of the District as well as improving the protocols and processes during some difficult times; he wished her all the best in her future endeavor.

Commissioner Reports/Future Agenda Items

Commissioner Sammons played in the PHGA Club Championship; it was a great time. Regarding pickleball,

Commissioner Sammons asked about the schedule of Hamilton’s lights for early morning play. Supt. Holder said that there is not a set schedule for the morning; Director Clark added that the parks open at dawn and close at dusk.

Commissioner Ruff said that he heard from Celtic good things about staffs’ responsiveness regarding the few issues during the Labor Day Tournament.

President Rogers noted that no future agenda items were presented.

Executive Session

President Rogers requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Ruff moved and Commissioner Sammons seconded that the Board of Park Commissioners go into closed session for discussion of Executive Session; Section 2(c)(5) Open Meetings Act for the discussion of the acquisition or lease of real property for the use of the District and Section 2(c)(2) Open Meetings Act for the Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. The result of the roll call vote follows:

AYE: Terry Ruff, Joe Petricca, Greg Sammons, Susan Gould, Jennifer Rogers
NAY: None
ABSENT: None
Motion carried at 5:30 p.m.

Commissioner Gould joined the meeting at 5:30 p.m.

Return to Open Session

Commissioner Ruff moved to come out of closed session and resumed to the regular meeting of the Board of Park Commissioners; Commissioner Gould seconded the motion which was unanimously approved by a roll call vote as follows:

AYE: Terry Ruff, Joe Petricca, Greg Sammons, Susan Gould, Jennifer Rogers
NAY: None
ABSENT: None
Motion carried at 5:58 p.m.

Action on Matters Considered in Closed Session

Considering the items of Closed Session regarding Section 2(c)(5) Open Meetings Act for the discussion of the acquisition or lease of real property for the use of the District and Section 2(c)(2) Open Meetings Act for the Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, President Rogers said that there is no action at this time.

Adjournment

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

AYE: Terry Ruff, Joe Petricca, Greg Sammons, Susan Gould, Jennifer Rogers
NAY: None
ABSENT: None

Motion carried at 5:58 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Jennifer Rogers
President

2021 Park Board Meetings

September 28, 2021
October 12, 2021

October 26, 2021
November 9, 2021

November 23, 2021
December 14, 2021