



Virtual Meeting
REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT
Minutes of November 9, 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 – connectivity problem	Terry Ruff
Greg Sammons, Treasurer	

Staff Present

Mike Clark, Executive Director	Colleen Palmer, Asst. Supt. of Recreation
Donelda Danz, Supt. of Recreation	Glenn Hussey, Asst. Supt. of Parks & Planning
Steve Nagle, Supt. of Facilities	Gergana Minchev, Asst. Supt. of Finance
Jim Holder, Supt. of Parks & Planning	Dayell Houzenga, Asst. Supt. of District Services
Michelle Eckelberry, Supt. of District Services & Projects	Trish Feid, Park Board Secretary/Executive Asst.
Joshua Ludolph, Asst. Supt. of Facilities	

Visitors and Citizens

No visitors.

Approval of Agenda

Commissioner Ruff moved and Commissioner Sammons seconded that the agenda be approved. Through a roll call vote, the agenda for the meeting of November 9, 2021 was approved.

AYE: Terry Ruff, Joe Petricca, Greg Sammons, Jennifer Rogers

NAY: None

DELAYED: Susan Gould

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Ruff moved and Commissioner Sammons 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 October 26, 2021; Closed Session Minutes of October 26, 2021; and Warrant #21. The result of the roll call vote follows:

AYE: Terry Ruff, Joe Petricca, Greg Sammons, Jennifer Rogers

NAY: None

ABSENT: Susan Gould

Motion carried.

Visitors and Citizens Comments

President Rogers acknowledged the public comments (letter) received via email on Tuesday, November 9, 2021 at 4:15 p.m. The written correspondence from Mrs. Marsha McClary is part of the official meeting minutes and the correspondence will follow agenda item #9 in the minutes. Director Clark confirmed with the Park Board that he will respond to Mrs. McClary.

Commissioner Gould joined the meeting.

Departmental Reports

The Board reviewed the previously distributed written District Services and Projects Department Report. Supt. Eckelberry said that October was a month of 2022 employee health benefits preparations and training. Many of the staff attended the sessions on Diversity, Equity, and Inclusion (DEI) through virtual trainings, Eckelberry is excited to move forward on DEI within the District. IT Manager Mangum and IT Specialist Weingart are investigating many software upgrades for 2022. Risk Manager Udany continues to roll out the Emergency Crisis Response Plan with Officer Jeff Schlee of the Palatine police department to train staff. Communications and Marketing staff were busy with PR and social media preparations for many fall events. Also, Palatine ParkCast published two episodes; the first episode was dedicated to the Palatine Stables and the second episode discussed the Districts open job positions for customer service attendants.

The Board reviewed the previously distributed written Recreation Department Report. Supt. Danz highlighted various fall events including the very successful Halloween Party event, Danz said that staff likes the new format with the event stations and staff plans to continue the process. A total of 400 participants were in attendance for the annual Halloween Party. Regarding the well-attended Howl-o-ween Party event, Danz gave thanks to Commissioner Gould as one of the event sponsors. At the end of October, we had 156 preschoolers enrolled in the preschool program compared to 86 enrolled in 2020. Danz added that we anticipate additional registrants. Cutting Hall had its biggest crowd for a theatre show, *Kid Frankenstein*, since the pandemic. The archery program had a change in the lead instructor due to the former instructor retiring. Athletic Coordinator Ranum found the replacement; the instructor is doing a great job and is well-liked.

New Business

The Board reviewed a previously distributed board summary pertaining to the approval of the Fitness Equipment Replacement. Commissioner Sammons moved and Commissioner Gould seconded that the Board of Park Commissioners approve staff to issue a purchase order for the purchase of strength equipment from Matrix Fitness USA through the National Cooperative Purchase Alliance joint purchasing program in the amount of \$5,305. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of Open Kitchens one-year Concession’s license extension for Palatine Hills. Commissioner Gould moved and Commissioner Petricca seconded that the Board of Park Commissioners approve the first amendment to the Concession’s Lease Agreement with Open Kitchens. In response to Commissioner Sammons, staff believes it has been at least 15-years or longer that Open Kitchens has serving at the clubhouse. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of the Tax Levy Ordinance #21-03. Commissioner Gould moved and Commissioner Sammons seconded that the Board of

Park Commissioners adopt Ordinance #21-03 assessing and levying taxes for 2021 in the amount of \$14,701,933 (Fourteen million, Seven Hundred and One Thousand Nine hundred and Thirty-Three dollars). Director Clark said that the Tax Levy is an annual process and wanted to acknowledge Zaida Torres for her work on the document before leaving the Park District. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the Approval of Resolution #21-07 Allocation of Tax Levy amounts, Property Tax Extension Limitation Law (PTELL). Commissioner Gould moved and Commissioner Ruff seconded that the Board of Park Commissioners approve Resolution #21-07 Allocation of Tax Levy Amounts, directing the County Clerk to make any reduction in the District's 2021 Tax Levy request by decreasing the amount in excess of the legal Levy amount in the District's Recreation Fund. Director Clark explained the progression of the resolution with the annual financial process. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the Approval of Ordinance #21-04 Tax Levy Abatement. Commissioner Ruff moved and Commissioner Gould seconded that the Board of Park Commissioners adopt Ordinance #21-04. An ordinance abating the tax hereto levied for the year 2021 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. Director Clark explained the course of the ordinance, which is another annual financial process. The motion was approved by a roll call vote; the result follows:

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

Presentation and Discussion of 2022 Annual Operating Proposed Draft Budget

In preparation for December 14, 2021 Public Hearing regarding the Adoption of the 2022 Budget and Appropriations Ordinance and for tonight's discussion, the Park Board reviewed the previously distributed budget material. Director Clark wanted to give a special thank you former Supt. Zaida Torres on her work in preparing the 2022 draft budget, Clark also thanked Accounting Assistant Kroll and Asst. Supt. Minchev on their budget work. Director Clark started the presentation of the PowerPoint reviewing where we are at for the current year including COVID impacts and then provided highlights of the proposed 2022 budget. Clark gave an overview for each slide within the 2022 Operating Budget PowerPoint Presentation. Director Clark thanked Superintendents Holder and Nagle on the work in preparing the 2022 draft capital budget and turned the floor over to Supt. Nagle.

Presentation and Discussion of 2022 Capital Plan Draft Budget

Supt. Nagle thanked all departments and staff for the work on preparing for the budget and thanked the Park Board on permitting the projects. Nagle began the review of the 2022 Capital Plan Draft Budget with the breakdown of the capital project budget structure by tier level and project type/category. Summarizing the structure for level 1; 2; 3; and 4; and explained how we breakdown the budget, Nagle said that Tier 1 consists of items obligated by law for compliance/safety and items which are part of an Intergovernmental Agreement. Tier 2 level is for projects that were started but not entirely completed in the prior budget year. The level of Tier 3 is designated for capital repair and replacement items; Nagle highlighted that the District's Repair and Replacement Plan is continuously updated during the year. The final tier, Tier 4, is for new capital projects and purchases; Nagle noted that the type/categories for the budgeted capital projects within the tier level identities where we are spending for easy reference. Nagle highlighted the 2021 accomplishments. Supt. Holder reviewed the slides regarding 2021 Capital Budget Performance starting with COVID-19 impact to the Capital Budget. Holder highlighted the 2021 Capital Budget summary and reviewed the 2020 frozen projects added to 2021 budget which are shown in red font. Commissioner Ruff asked about Cutting Hall repairs in the 2022 budget, staff responded that the roofing project is currently underway under the 2021 budget. Commissioner Ruff inquired about the maintenance garage project at the golf course, staff said that it is delayed but part of the space needs planning. In response to Commissioner Sammons regarding the resurfaced tennis courts, staff said that they will be lined as both tennis and pickleball courts. Currently the courts are highly used with the District's tennis programming location; tennis is still very popular. Once again Director Clark thanked staff for their effort with 2022 budget preparation.

Consensus for Public Posting

Regarding state statute, Director Clark asked for Board consensus permitting staff to provide the notice to the public and post the budget draft on the Palatine Park District website for the 30-day inspection period allowing for public viewing, comments and questions. In response from the entire Park Board of Commissioners, Director Clark received consensus. Before the scheduled adoption of the 2022 Budget and Appropriations Ordinance on December 14, 2021, Director Clark asked the Park Board to take this time to review the draft and get back to staff with any questions. President Rogers asked that staff add the contingency of possible wage increases as a separate line item to the budget.

Executive Director Report

The Board reviewed the previously distributed written Executive Director Report. Executive Director Clark referenced his memo and provided the Board with information on the swim team COVID situation. Clark attended the IAPD Legal Symposium last week, great sessions. The first round of interviews with candidates for Supt. of Finance took place, now staff is getting ready for round 2. Director Clark wanted to acknowledge the staff customer service committee for planning both the customer and staff appreciation weeks.

Commissioner Reports/Future Agenda Items

Commissioner Ruff said that the part time party was well attended and it looked like everyone was having a good time, nice accommodations and good camaraderie; it was a great event and congratulations to staff on the planning. Commissioner Ruff said that in his opinion, we should have an in-person meeting for the budget approval since it will be the second year with voting on the budget remotely and Commissioner Ruff believes we should be more visible. Lastly, Commissioner Ruff acknowledged Director Clark and senior staff, Commissioner Ruff said that you have kept us in a good place during the pandemic and we have come out of it in very good shape and wanted to say thank you on the work you have been doing.

Commissioner Petricca agrees with Commissioner Ruff's thoughts regarding the District and staff.

Commissioner Sammons remarked that it was a nice job on the budget. Commissioner Sammons said that the Hanover Park Park District will convert 13 of the indoor tennis courts to pickleball courts at their Centre

Court Facility; the Park District already sold 300 memberships. Commissioner Sammons mentioned the mountain bikers group called CAMBR, the Chicago area volunteer mountain bikers, he saw at Paul Doug Preserves. Under development at Paul Douglas Preserves is a 17-mile trail system, constructed from the work of various volunteers and collaboration with the Cook County Forest Preserves and Hoffman Estates. Commissioner Sammons will provide Director Clark with CAMBR website information; Commissioner Sammons mentioned the thought of future collaboration from Palatine Park District regarding the new trail system. Lastly Commissioner Sammons shared that Palatine Police Department is having a 5K race event after Thanksgiving.

President Rogers mentioned that no future agenda items were presented.

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 Sammons 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 6:44 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Jennifer Rogers
President

2021 Park Board Meetings

November 23, 2021

December 14, 2021

Public comments:

My name is Marsha McClary. I am commenting in regards to the contact tracing policy for my son's Green level swim team given the experience last week by the Blue team. I have had 3 of my children involved in the fantastic PPD swim program for over 10 years. Currently I have 2 swimmers in the program. PPD Tiger Sharks is not just a hobby group of swimmers. There are some champions in the making and outstanding coaches that pour into these kids. I implore you to please treat this program for the caliber and level that it is known for in the community. Regardless of achievement levels swim team is like a family for many of these kids and when its suddenly removed it has devastating effects on these kids as unfortunately many of us got to find out last year. Some of these athletes practice year round 12 or more hours per week. Any type of disruption such as close contact tracing should be in consideration of the damaging mental health ramifications to the healthy athletes not to mention the disruption, lost income and administrative burden

to the staff. The CDC data itself is very clear that kids are 99.9%+ fine from this virus and kids have far greater risk riding in a car or actually drowning. These are risks parents take each and every day without fear. This virus will be around long term and as a society we need learn to thrive with it around. We now have over 18 months experience worldwide that swim teams are not themselves spreaders of this virus despite some cases on teams at times.

I am requesting for swim team the CDC Definition of a close contact is used which is: Less than 6 feet for a cumulative 15 minutes or more in 24 hours.

Using this framework here is my proposal:

1) The entire team not be shut down unless there is what is considered "an outbreak" definitively linked transmission within the team itself. 1-2 cases is not an outbreak. In swim teams they are in lanes and otherwise the athletes are not spending 15 minutes within 6 feet of each other. Please note that this may differ from other activities that do may have explicit separation during practice as swimming laps does.

2) A "close contact" is usually defined as the swim lane. The coach can have some judgement on this. Example is if there were to be only 2 in a lane then perhaps there is no close contact at all because they can swim quite far apart.

3) The kids in the swim lane that are a close contact be allowed to complete a negative test and resume swimming the next day. This is called "test to stay" and similar to what is being done in schools. I don't see any reason why we would not have the ability to do this similarly.

4) Parents of kids not in this swim lane are notified there is a case on the team. However they are not a close contact unless there is some extra circumstances that would cause them to be out of routine lap swim practice.

Thank you for thinking about our young athletes' perspective and taking the time to listen.

Sincerely,
Marsha McClary