MUNICIPAL DIRECTORY AND FREEDOM OF INFORMATION INDEX

5 ILCS 140/4
Approved March 2017
Revised August 2024
Revised April 2025
Revised May 2025
Revised October 2025
Revised October 2026

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PPD MUNICIPAL DIRECTORY

Established

On June 11, 1945, a petition was filed to organize into a park district under the name "Palatine Park District. On July 31, 1945, an election was held to act on the petition and on September 21, 1945, a decree was entered declaring the results of said election which was 121 for forming a park district and 51 against. Upon this declaration the Palatine Park District was established. The Park District was formed with founding Commissioners William Kehe, Jr., Edward Haseman, William H. Mair, Rose Mosser, Frank H Hartman.

Purpose

The Palatine Park District under the provisions of the Park District Code, 70 ILCS 1205/1-1 et seq., provides open space, parks, playgrounds, recreational facilities, as well as programs, services, and event to the residents of and visitors to its jurisdiction to provide safe, quality recreational opportunities for a better quality of life for all.

Governed

The Palatine Park District is governed by a five-member Park Board of Commissioners, all of whom are elected by the Community. These Commissioners provide leadership, establish policies, approve expenditures and oversee the Executive Director responsibilities. Commissioners serve a 6-year term serving the Community without compensation.

Current Park Board of Commissioners are:

Sue Gould
Joe Petricca
Jennifer Rogers
Michelle Rushing
Greg Sammons

Administration

The District is led by its Executive Director who oversees the day-to-day operations of the Park District and reports to the Park Board of Commissioners. The Executive Director ensures that District policy is enforced and leads the staff and related operations to the priorities set forth by the District's Comprehensive Strategic Master Plan and facilitates the efforts of staff in making sure the District operates in a fiscally responsible manner. The Executive Director is supported by the Administrative Assistant and the Executive Assistant, who also serves as Secretary of the Park Board of Commissioners.

Unit of Local Government

Created as a separate unit of government, the Palatine Park District is a recognized municipal corporation by the State of Illinois and through the provisions of the Illinois Park District Code state statutes is a local taxing authority for its stated purpose. The District is authorized by legislation to annually levy and collect property taxes through the Cook County Assessor's Office, and to establish local policy, ordinances, and resolutions to enact and its mission.

Meetings of the Park Board of Commissioners

The Palatine Park District Park Board of Commissioners meets regularly to conduct the business of the Park District on the second and fourth Monday of each month. Meetings regularly start at 6:00 p.m. and are held at the Palatine Village Hall facility located at 200 East Wood Street in Palatine, Community Room B. All regular business meetings are open to the public and provide an agenda item for residents and the general public to address the Park Board. All open session meetings are held in accordance with the Open Meetings Act (5 ILCS 120, et seq.). Meeting agendas are posted outside of the meeting room and also can be found on the District web site at https://www.palatineparks.org/board-meetings/.

Transparency Center

Requests for public information through the requirements of the Freedom of Information Act (FOIA) can be submitted in writing in any format or media to the appointed FOIA Officers of the District. The process, procedures, and requirements of the District's FOIA policy is located on the District's web site under the Transparency Center. The current appointed FOIA Officers are:

Ben Rea, Executive Director
250 E Wood Street
Palatine, IL 60067
847-496-6236
brea@palatineparks.org

Lisa Allie, Executive Assistant
250 E Wood Street
Palatine, IL 60067
847-496-6259
lallie@palatineparks.org

Molly Scallon, Administrative Assistant
250 E Wood Street
Palatine, IL 60067
jgarcia@palatineparks.org

All FOIA requests can be sent directly to one of the above appointed officers or to the general e-mail account at FOIAOfficer@palatineparks.org.

Social Media

Further information regarding the Park District can be found at the following social media outlets:

Website

www.palatineparks.org

Social Media Accounts

Facebook	www.facebook.com/palatineparks
Instagram	www.instagram.com/palatineparks
LinkedIn	www.linkedin.com/company/palatine-park-district
YouTube	www.youtube.com/palatinepd

Email List

Join the email list online at www.palatineparks.org

E-Mail Contacts

Park Board of Commissioners and staff can be contacted via e-mail at the common e-mail address of: First Name Initial Full Last Name @palatineparks.org (example jdoe@palatineparks.org)

Mission and Values

WHO WE ARE

The Palatine Park District is a separate municipal governing agency established for the purpose of providing parks, facilities, and recreation programs for the community. The Park District is responsible for the maintenance, operation and administration of parks and facilities under its jurisdiction.

MISSION - WHAT WE DO

Our mission is to provide a variety of safe, enjoyable, and affordable parks, programs and recreational facilities that will enhance the quality of life by promoting good health and well-being for all residents and visitors while being fiscally responsible stewards of community assets and tax dollars.

VALUES - HOW WE OPERATE

We are committed to moving the District's Mission forward through actions guided by the following Values:

Integrity: Exhibiting trust and transparency in all our actions, or in other words, what you do when you think no one is watching.

Communication: Creating and setting clear expectations through timely and open conversation while effectively respecting the differences of others.

Accountability: Taking action and ownership for all work responsibilities and obligations to those we serve and ensuring timely and effective follow-through in all we do.

Collaboration: Seeking outreach and partnerships within the community and achieving better results by working together in a respectful and inclusive way. Being leaders in community development and improvement.

Leadership: Encouraging opportunities and professional growth for employees within a positive culture and trustful environment while practicing open-mindedness and fairness to all involved. Being leaders in our community by promoting positive social influences through role modeling.

Agency Goals

District Goal: Equity

To create an environment of opportunities that provides equity in pricing, allocation of resources, diversity of offerings, and culture in facilities, programming, services, and location while being accessible across demographics, ages, skills, interests, employment, and opportunity for achievement.

District Goal: Awareness

To create awareness in the community and build a strong and positive brand through customer service, signage, education, internal and external communications, and transparency while using user trends, feedback, measurements, and evaluations in a transparent and proactive manner to become a resource to the community.

District Goal: Purpose-Driven Organization

To provide, in a purpose-drive manner, innovative, fun, sustainable, efficient, and resourceful facilities, parks and services in a responsible and supportive environment that respects supply and demand, short- and long-range planning, development, and growth.

District Goal: Sustainability

To create community connectivity through a sustainable business model based on trust, transparency, ethics and integrity while working in a connected manner led by adaptability, data-driven decision making, and high standards while maintaining infrastructure, financial controls, efficient operations, and scalability of resources.

District Goal: Efficiency

To create an efficient and goal-oriented organization with a conducive structure through cooperation, training, time management, and evaluations while maintaining quality support resources and aligning staff skills with positions.

District Goal: Commitment

To create a community committed to excellence, empowerment, and continual improvement through passion, dedication, loyalty, dependability, trustworthiness, accountability, and advancement based on cross coordination, efficiencies, commitment to doing the right things right, and adaptation to the needs, trends, and best practices of the community and the industry.

District Profile

History:

The Park District was founded in 1945 and is principally located in the Village of Palatine. At that time, the population was 3,000. Two years later, in 1947, the District acquired its first park, Community Park, and offered five recreation programs/classes. In 1962, the District employed its first full-time director and by 1964 had adopted its first master plan.

However, it was the eight-year period from 1966 through 1974 when park growth was really established. During that eight-year period, projects included the Palatine Hills Golf Course and Birchwood Recreation Center, fourteen parks, the Palatine Trail and the second pool at Community Park. After consolidating with the Palatine Rural Park District in 1975, the District purchased and renovated its present location on Wood Street (previously Palatine High School). Over the last several years, the District has seen its population grow to slightly more than 83,000. The major highlights during that period include the Combined Service Facility (shared with the Public Works department of the Village) and most recently the development of Falcon Park Recreation Center. The recently completed Intergovernmental Agreement to utilize Harper Junior College's facilities as part of a joint venture and the Comprehensive Master Plan completed in 2015 will be the cornerstone upon which the next chapters of the District's development will be written.

Governance:

A five-member volunteer Board of Commissioners establishes Park District policy and strategic direction and creates the ordinances that govern the Park District. Commissioners serve staggered terms of six years with elections every two years. The Board determines the long- term direction of the Park District, elects Board officers, and appoints the Executive Director as well as the District's attorney and auditor. With occasional exceptions, the Park Board meets on the second and fourth Tuesday of each month.

Population:

As there is not an official census taken for the Park District, based upon the most recent available information, the Park District serves a population of approximately 83,000.

Boundaries:

The District is in north suburban Cook County, Illinois approximately 30 miles northwest of Chicago. In addition to the Village of Palatine, the District serves portions of the Village of Arlington Heights, the City of Rolling Meadows, the Village of Schaumburg, the Village of Deer Park, the Village of Hoffman Estates, and the Village of Inverness.

Demographics:

The Park District serves an educated community with a median household income of $86,415 and a median home value of $292,644 (Palatine only) both of which are above the County and State Averages. The Palatine Park District has approximately 37,000 housing units. The composition of the Community is 61.8% Caucasian, 19.8% Hispanic or Latino, 12.1% Asian, and 4.3% Black. The remaining 2% are multi-cultural.

Real Estate:
The 2023 Equalized Assessed Valuation (EAV) (last available) of real estate is $2,792,779,800.

Tax Rate:
The 2023 tax rate (last available) was $0.649 per $100 of assessed value.

Debt Rating:
The Park District occasionally issues General Obligation Bonds or Debt Certificates for capital improvements and holds an Aa1 bond rating from Moody's Investors Service as of the last rating in 2017. The District first earned the upgrade to Aa1 (from Aa2) in 2011. Based on the District's public financial records, no further rating update has been deemed necessary.

Park Resources:
The District owns approximately 462 acres of land and leases an additional 344 acres from multiple sources. The District operates and maintains over 52 parks and facilities, including an 18-hole championship golf course with pro shop, clubhouse and driving range (Palatine Hills); a fitness center; a 49,000 square foot recreation center with indoor athletic field; three pools, including a family aquatic center; bicycle, hiking and nature trail (Palatine Trail); 430-seat auditorium (Cutting Hall); an outdoor amphitheater (Fred P. Hall Amphitheater); and a historic museum (Clayson House Museum). Beginning in 2018, the District will have access to the Pool at Harper College for which it is making a $9 million capital investment.

Programs/Facilities:
Annually, the District offers over 2,000 recreational, arts, and community programs for all ages. Programs include summer camps, community and family events, music and art lessons, and a variety of athletic programming.

Additionally, the Park District works with several affiliates to provide additional recreational opportunities in baseball, football, lacrosse, biking, rugby, and soccer. The District also supports the Palatine Historical Society and the Palatine Township Senior Center.

Other Recreational opportunities that are not program related include golf (Palatine Hills), disc golf, outdoor fitness areas, tennis, outdoor pickleball, outdoor basketball and entertainment at its auditorium (Cutting Hall) and amphitheater (Fred P. Hall).

The Park District is a vital part of the community and pays close attention to trying to meet the needs of all of its residents. As the population ages, the Park District's focus on suitable program offerings and customer service will establish and increase goodwill within the community.

The Park District is a member of the Northwest Special Recreation Association (NWSRA) to provide recreational activities for residents with special needs.

Community Outreach:
For the benefit of the community and to increase efficiencies, the District has entered into intergovernmental Agreements for shared resources and facilities. The District further supports community groups and serves on the Chamber of Commerce, International Rotary Club, Kiwanis, Palatine Jaycees, and Lion's Club among others. Perhaps the largest of these agreements is for a shared facility with the Village of Palatine's Public Works Department and the District's Parks Department. This budget will reflect the first payment to the Village on its ten-year agreement to upgrade its facility.

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Staff:
The Park District has an appointed Executive Director responsible to the Board of Commissioners for the administration of the District along with 85 full-time staff members. Full-time staff work over 1,560 hours annually.

The District employs approximately 720 part-time, seasonal, and temporary employees as well as many volunteers in its 5 departments:

Administration
District Services
Finance
Parks and Planning
Recreation and Facilities

Affiliations:
The Palatine Park District is a member of the National Recreation and Parks Association (NRPA), the Illinois Association of Park Districts (IAPD).

Contact:
Palatine Park District, 250 E. Wood, Palatine, IL 60067.
Phone: 847 991-0333. Fax 847- 991-2127.
Email ppd@palatineparks.org.
Website: www.palatineparks.org

Palatine Park District Leadership Team

Ben Rea	Executive Director
Lisa Allie	Executive Assistant to the Director
Michelle Eckelberry	Director of District Services and Projects
Dayell Houzenga	Superintendent of District Services and Projects
Andrea Fisher	Director of Finance
Sonia Austin	Superintendent of Finance
Jim Holder	Director of Parks and Planning
Amy Vito	Superintendent of Parks
Alex Giannikoulis	Superintendent of Trades
Colleen Palmer	Director of Recreation & Facilities
Joshua Ludolph	Superintendent of Recreation Facilities
Katie Waszak	Superintendent of Recreation Programs

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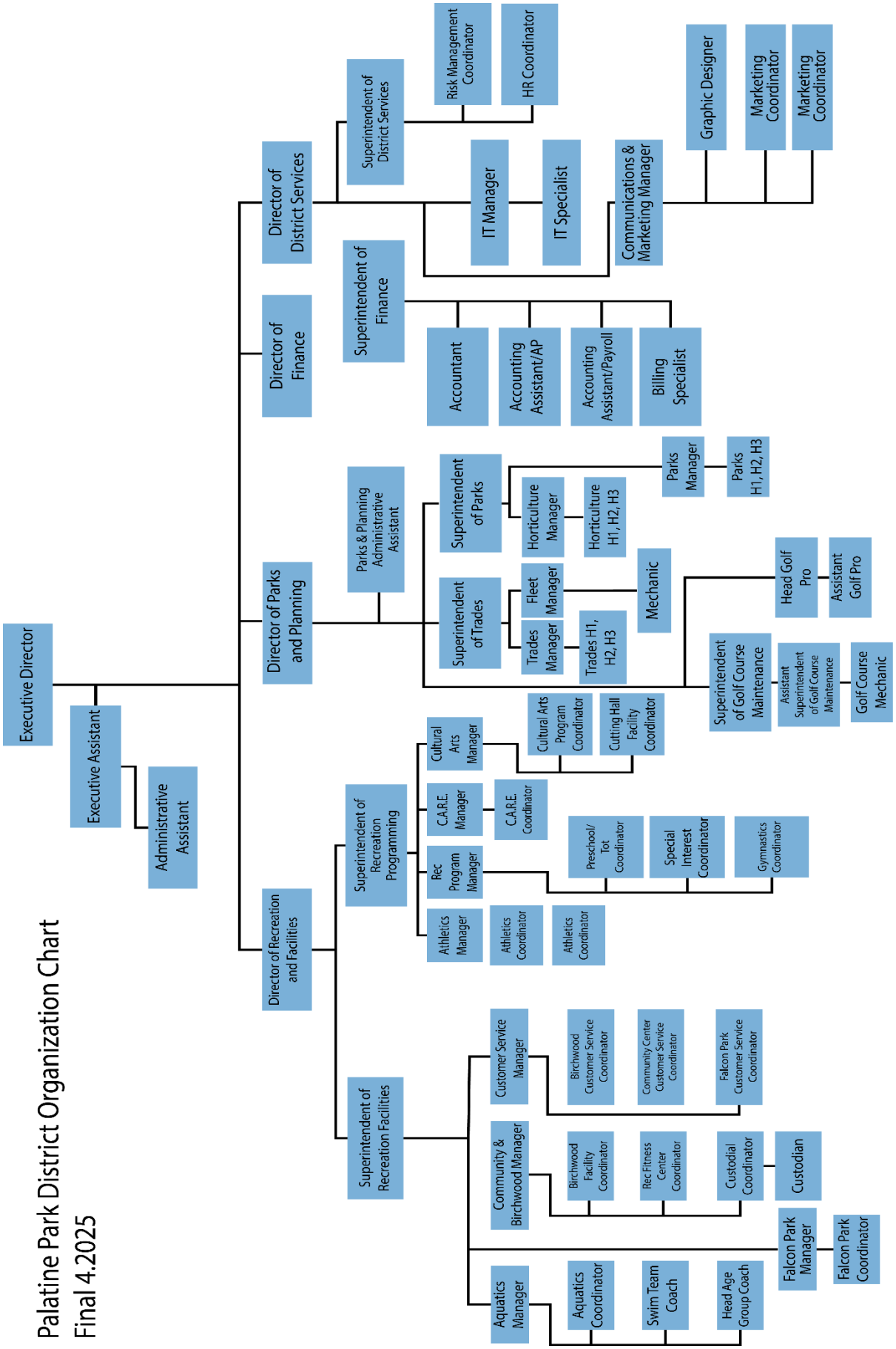

Annual Budget

The proposed operating budget for the 2025 fiscal year is $38,102,596.00. The fiscal year for the District is January 1 through December 31.

Summary of Funds Budgeted and Appropriated

	Budget	Appropriation
Corporate Fund	$13,169,218	$14,486,140
Special Recreation Fund	713,526	784,879
Recreation Fund	15,357,051	16,892,756
Debt Service Fund	3,975,193	4,372,712
Capital Projects Fund	4,887,608	5,376,369
Total Budgeted	$38,102,596	
Total Appropriated		$41,912,855

Each of said sums of money and the aggregate thereof are deemed necessary by the Board of Park Commissioners of Palatine Park District to defray the necessary expenses and liabilities of the foresaid Park District during the fiscal year beginning the 1st day of January, 2025 and ending the 31st day of December, 2025 for the respective purpose set forth.

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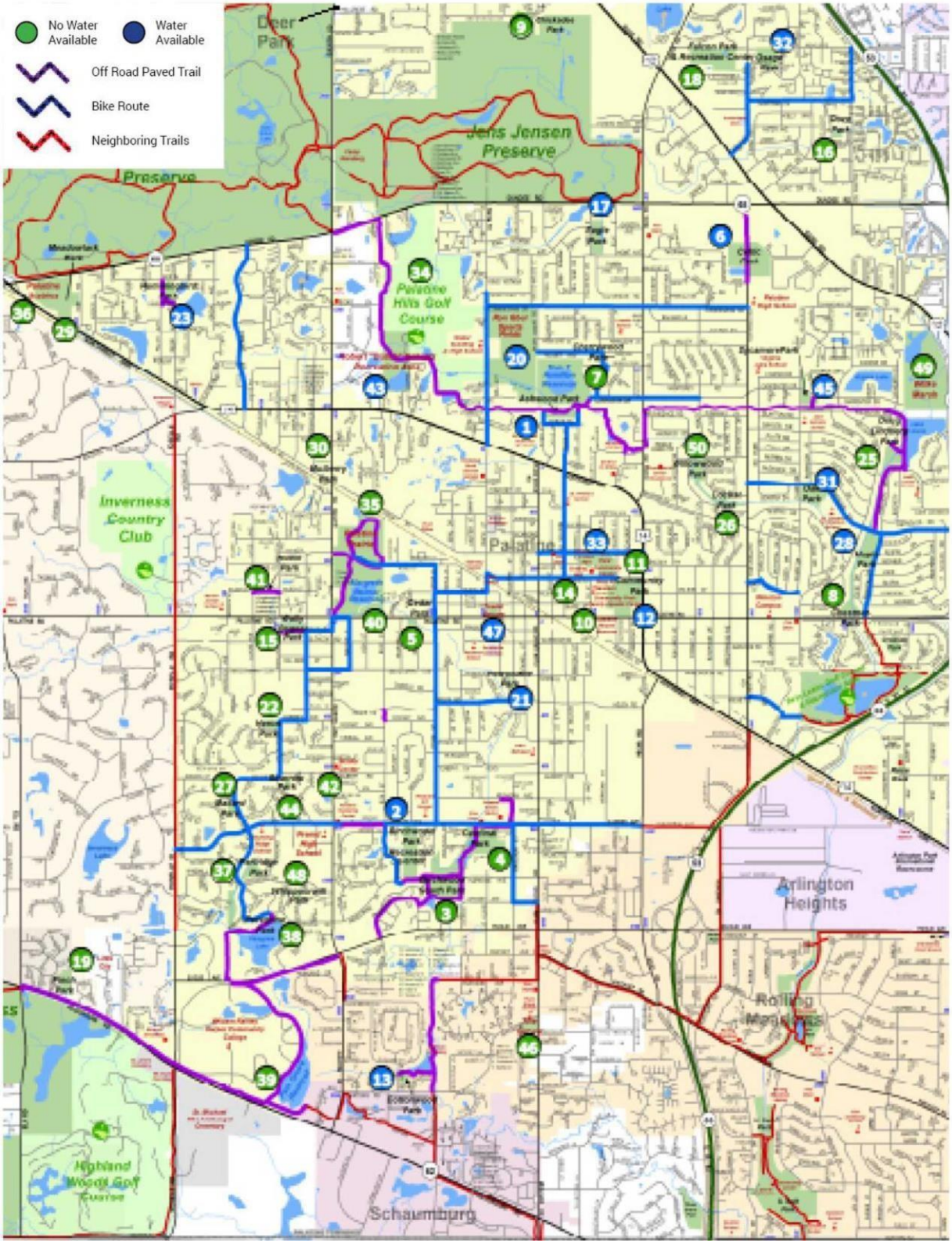
Facilities Listings

GUIDE TO PARKS & FACILITIES Active park hours: 6:00am-11:00pm Passive park hours: Sunrise-9:00pm	Acreage	Active/Passive	Athletic Fields:	Athletic Fields:	Ball Diamonds	Basketball	Disc Golf	Dog Park	Fishing	Ice Skating	Pick leball	Playground: Ages	Playground: Ages	Room Rental	Shelter (*=by	Skate Park	Sledding	Tennis	Trail Access	Volleyball	Walking Path
PARKS • Outdoor Amenities																					
1 Ashwood Park - 710 Wren Ave	4.0	P		•	•	•						•	•		•				•		
2 Birchwood Park - 435 W. Illinois Ave	11.5	A		•	•	•						•	•		★			•	•		
3. Birchwood South Park - southeast of Birchwood Park	21.0	P		•	•														•		•
4 Cardinal Park -155 W. Illinois Ave	19.2	P		•															•		
5. Cedar Park - 501 W. Palatine Rd	2.0	P											•								
6. Celtic Park -1351 N. Rohlwing Rd	16.2	A	•	•								•	•								
7. Cherrywood Park - Russet Way & Crestview Ln	1.0	P										•	•								
8 Chestnut Park -1150 E. Palatine Rd	2.0	P		•																	
9. Chickadee Park -18 E. Preserve Dr	0.3	P										•	•								
12 Community Park - 262 E. Palatine Rd	16.0	A		•	•	•				•		•	•		★	•		•		•	
13. Cottonwood Park - 3000 Fox Ln	1.2	P				•						•	•		•						
15. Wally Degner Park - 881 W. Palatine Rd (access on	7.0	P										•	•								
16 Dove Park -1802 Green Ln South	0.17	P											•								
17. Eagle Park -1425 N. Oak St	6.7	A		•	•								•		•			•			
18 Falcon Park - 2195 N. Hicks Rd	14.3	P																			•
19. Finch Park - 3451 Wilshire. Hoffman Estates	6.0	P		•		•						•	•		•						
12 Fred P. Hall Amphitheater - 256 E. Palatine Rd	16.0	A												•							
20. Tom T. Hamilton Reservoir/Ron Gbur Sports Fields -	97.0	A		•	•							•	•		★						•
21 Hawthorne Park - 210 S. Brockway St	0.64	P										•	•								
22 Heron Park -1030 W. Whytecliff Rd	2.0	P		•																	
23 Hummingbird Park -1225 N. Palos Ave	4.1	P		•		•						•	•		•						
24. Juniper Park - 4849 Boulder Ln, Hoffman Estates	7.9	P		•	•								•		•						
25. Doug Lindberg Park - 600 N. Winston & 1313 E.	10.0	P		•	•								•		•				•		
26. Locust Park - 700 E. Morris Dr	2.0	P									•							•			
27. Mallard Park - 720 S. Mallard Dr	1.3	P										•	•		•				•		
28 Maple Park - 316 N. Winston Dr	7.0	P		•	•	•						•	•		•				•		
29. Meadowlark Park -1502 W Northwest Hwy	11.7	P																			m
30. Mulberry Park - 613 N. Franklin Ave	0.5	P											•								
31. Oak Park - 455 N. Clark Dr	6.6	P		•	•	•						•	•		•					•	
32 Osage Park - 2076 N. Old Hicks Rd	7.5	P		•	•							•	•		★						
33. Ost Field - Fremont and Colfax Streets	3.0	A		•								•	•								
35. Palatine Prairie - north end of Riemer Reservoir	2.0	P																			
37. Partridge Park-1111 S Mallard Dr	4.0	P																			
38. Peregrine Park -1015 W. Peregrine Dr	4.0	P							•						•				•		
39. Plum Grove Reservoir - Algonquin Rd, south of	44.0	P						•	•			•	•		★				•		•
40. Margreth Riemer Reservoir - Wood, Quentin, and	91.0	P					•								★		•		•		•
41. Robin Park -100 N Middleton Ave	1.0	P										•							•		
43 Robert "Dutch" Schultz Recreation Area - 512 W.	20.0	P				•			•				•		★		•	•	•		
44 Sparrow Park - 655 S. Middleton Ave	1.4	P										•	•								
45 Sycamore Park -901 N. Clark Dr	6.0	P		•	•						•				•			•	•		
46. The Grove - 4801 Old Plum Grove Rd. Rolling	3.7	P																			
47. Towne Square -150 W. Palatine Rd	1.6	P													★						
48 Whippoorwill Park - 913 W. Partridge Ct	1.5	P																			
49. Wilke Marsh - Wilke Rd south of Rt. 12	12.6	P																			
50. Willowwood Park - 530 N. Stark Dr	4.0	P			•	•						•	•		•						
FACILITIES • Indoor Amenities - Visit palatineparks.org for activity hours																					
2 Birchwood Recreation Center - 435 W. Illinois Ave	11.5	/				•					•			•							
10 Clayson House Museum& Library - 224 E. Palatine Rd	0.75	/																			
11 Community Center - 250 E. Wood St	6.3 i	/				•								•						•	
14 Cutting Hall Performing Arts Center -150 E. Wood St	0.53	/												•							
18 Falcon Park Recreation Center - 2195 N. Hicks Rd	14.3	/	•			•					•			•						•	
34 Palatine Hills Golf Course & Clubhouse - 512 W.	174	/												•							

PPD MUNICIPAL DIRECTORY

Palatine Park District



Requests for Access to Public Records - Freedom of Information Act (FOIA)

In accordance with the Illinois State Statute 5 ILCS 140/1-140/11.5, also known as the Freedom of Information Act (FOIA), provides access to certain public records. The Palatine Park District accepts all FOIA requests placed in writing. The District has a request form available; however, requests can be submitted in writing in any format or medium.

The Palatine Park District will disclose public records as required by the Freedom of Information Act (FOIA). The District can deny a request for records that are specifically exempt from coverage under the Act, including information that would constitute an unwarranted invasion of personal privacy or a compromise of security.

Submitting a FOIA Request

To review a record, a person must submit a request in writing via personal delivery, mail, e-mail or telefax. The requestor must clearly state if the request is going to be used for commercial purposes (for the sale, resale or solicitation or advertisement for sales or services).

Requests can be submitted via the following means:

Drop-off or Mail:
Atten: FOIA Officer
Palatine Park District
FOIA Request
Community Center Administration Office
250 E. Wood Street, Palatine, IL, 60067-5358

E-mail:
FOIAOfficer@palatineparks.org

Fax:
847-991-2127

All requests must be submitted in writing to the attention of the Freedom of Information Act Officer. Applicants may use the Palatine Park District FOIA Request Form or may submit their own written request for records. Applicants choosing not to use the provided form must provide their full name, current address, phone number, a detailed account of the documents they are requesting and whether or not they are requesting the documents for commercial use.

FOIA Officers

The Palatine Park District appointed FOIA Officers are Molly Scallon, Administrative Assistant, Lisa Allie, Executive Assistant and Ben Rea, Executive Director. Their contact information can be found on Page 4 of this directory. Their responsibilities include receiving information requests from the public and sending responses in compliance with FOIA.

Applicable Fees

There shall be no fees charged for any FOIA request under the first fifty (50) pages of requested public records in black and white, letter sized or legal paper sized copies.

Fees for copies of public records that exceed fifty (50) pages, in a particular instance, on letter or legal size paper, shall be calculated at a rate of 15 cents per page. If the requestor asks that hard copies be sent to them, the postal or express mail charges shall be assessed at the actual cost incurred by the Park District.

Fees for copies of public records that are in color, or in a size and format other than letter or legal, shall again be assessed at the actual cost to the District for reproduction.

The fees established above shall not apply to requests for electronic copies of public records. In each instance the Park District shall charge the requestor fees matching the actual cost incurred for purchasing the recording medium for electronic copies.

Unless a waiver is requested and approved and pursuant to the FOIA, requestors shall agree to pay the following fees for all public records copied or certified by the Park District:

Copies - letter or legal	$.15 per side over first 50 pages
Copies - color or oversized	Actual cost of reproduction
Certification	$1.00 per document plus applicable copy cost
Recording media	Actual cost of media (i.e., computer media, disks, tapes, flash drive, or other media)
Statutory Fees	Rate authorized by statute, if applicable (i.e., archival retrieval, reconfigure to a different format than what is maintained by the district)
Mailing	Actual cost of postage

Response Time for FOIA Requests

Within five (5) business days after the date the District receives the request, one of the designated FOIA officers reviews and responds to the request. Beyond the five business days, the FOIA Officer can extend the response time for no more than five (5) additional business days. Requests made for commercial purposes can be extended for no more than twenty-one (21) additional business days. The time period can only be extended for the following reasons: if the requested information is stored at a different location, requires the collection of a substantial number of documents or an extensive search, has not been located, needs to be reviewed further by staff to determine whether they are exempt from FOIA, cannot be produced without unduly burdening the public body or interfering with its operations or requires the public body to consult with another public body that has substantial interest in the requested subject matter or both parties agree in writing to an extension specifying when the request will be filled.

Palatine
Palatine Park District
Request for Public Records
Under the Illinois Freedom of Information Act

Company Name (If Applicable) or Organization (If Any)	Business Phone #
Requestor's Name	Daytime Phone #
Address (Street and Number)	Home Phone #
City State Zip	E-mail Address
1 would like to inspect these items. 1 would like copies of these items. Commercial use.*	
Pursuant to the Freedom of Information Act describe in detail the public record you are requesting (Attach additional sheets if necessary)	
Please submit your request to: FOIA Officer Palatine Park District FOIA Request Community Center Administrative Office 250 E. Wood Street Palatine, IL 60067-5358 (847)991-2127 (fax) To submit this form electronically, save it to your computer then email it to FOIAOfficer@palatineparks.org	For Office Use Only: Date Request Received: Date Response Due: Request Forwarded to: Date: Date Response Sent:

**The Palatine Park District will disclose public records as required by the Freedom of Information Act. This includes all public documents except those specifically exempt from coverage under the Act. To review a record, please submit your request in writing or fill out this form (Freedom of Information request). The Palatine Park District has five (5) business days to respond to the request. If a request is denied, the Palatine Park District must send a written notification to the person making the request within five (5) business days giving the reasons for the denial and the names and titles of persons responsible for the denial. If the request is denied, you have the right to appeal to the Public Access Counselor with the Attorney General's office (PublicAccess@atg.state.il.us). The District has twenty-one (21) business days to respond to a request for information that is made for a commercial purpose. If you have any questions, please contact the Administration Dept. at 847-991-0333.*