



REGULAR BOARD MEETING

BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT at the  
Village of Palatine Community Center Building, in Community Room B  
200 East Wood Street in Palatine  
June 27, 2023, at 5:00 p.m.



The meeting was called to order at 5:00 p.m. by Vice President Petricca

Commissioners Present

Joe Petricca, Vice President  
Terry Ruff, Treasurer  
Jennifer Rogers  
Susan Gould

Commissioners Absent

Greg Sammons, President

Staff Present

Mike Clark, Executive Director	Jim Holder, Superintendent of Parks & Planning
Phil Costello, Superintendent of Finance	Amy Vito, Asst. Supt. of Parks & Planning
Dayell Houzenga, Asst. Supt. of Dist. Services & Projects	Donelda Danz, Superintendent of Recreation
Steve Nagle, Superintendent of Facilities	Colleen Palmer, Asst. Supt. of Recreation
Josh Ludolph, Asst. Superintendent of Facilities	Lisa Allie, Administrative Assistant

Approval of Agenda

Commissioner Gould moved and Commissioner Rogers seconded that the agenda be approved. Director Clark stated that there is no update on the property in question so we can eliminate closed session items #9 and #10 from the agenda. By a roll call vote, the agenda for the regular meeting of June 27, 2023, was approved as amended.

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

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Gould moved and Commissioner Ruff seconded that the consent agenda be approved as presented. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of June 13, 2023, Closed Session Minutes of June 13, 2023, Warrant #12 and Approval of May 2023 Financial Report. The result of the roll call vote follows:

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

Visitors and Citizens Comments

No comments were presented.

New Business

The Board reviewed a previously distributed board summary pertaining to Award of Bid; Community Center Room 1E Flooring Project. Commissioner Ruff moved, and Commissioner Rogers seconded that the Board of

Park Commissioners approve the lowest responsible bidder Scharm Floor Covering of Des Plaines, Illinois in the amount of \$38,205.00. The motion was approved by a roll call vote; the result follows:

AYE: Susan Gould, Joe Petricca, Terry Ruff, Jennifer Rogers

NAY: None

ABSENT: Greg Sammons

Motion passed.

The Board reviewed a previously distributed board summary pertaining to Award of Bid; Cutting Hall Curtain Replacement Project. Commissioner Ruff moved, and Commissioner Gould seconded that the Board of Park Commissioners approve the lowest responsible bidder, MainStage Theatrical Supply, Inc., in the amount of \$30,971.00. The motion was approved by a roll call vote; the result follows:

AYE: Jennifer Rogers, Terry Ruff, Joe Petricca, Susan Gould

NAY: None

ABSENT: Greg Sammons

Motion passed.

The Board reviewed a previously distributed board summary pertaining to Award of Bid; Palatine Hills GC-Irrigation Pump Station Replacement. Commissioner Ruff moved, and Commissioner Gould seconded that the Board of Park Commissioners approve the lowest responsible bidder, Municipal Well and Pump, and enter a contract in the amount not to exceed \$265,349.00. Nagle stated that it's an old piece of equipment that is the main pump for the irrigation system; just had it's time. The motion was approved by a roll call vote; the result follows:

AYE: Susan Gould, Joe Petricca, Jennifer Rogers, Terry Ruff

NAY: None

ABSENT: Greg Sammons

Motion passed.

### Departmental Reports

The Park Board reviewed the previously distributed written Finance Department Report. Superintendent Costello amplified a couple of points on the space needs; the two primary objectives from a Finance perspective are to create a 20-year funding forecast plan and the cost recovery plan. PMA and our staff have been looking at some space needs items for the board to consider; looking to spend between \$22-\$46 MIL. In addition to the space needs we must consider the annual capital replacement and improvement projects which have been as low as \$1.7 MIL and as high as \$4.8 MIL; we also have \$20MIL cash reserves. Also looking at public grants and TIF funds; will talk to the Village about the current TIF and new TIFs. Costello gave an update on several other funds to help provide an understanding of what makes sense as we move forward with the capital plan.

Commissioner Rogers asked about the \$22-46MIL cost; Costello clarified that is for space needs project from 2024-2026. Clark added that the 20-year plan is the financial forecast to afford what we do, not 20 years' worth of projects; it's the amortization forecast. Clark continued to explain that he directed Costello to provide various options, scenarios and the long-term implications of each while staying true to our fund balance policies, our debt service extension statute levels and that we don't decimate the capital plan by taking care of current infrastructures before looking at new ones.

Superintendent Nagle added that when working with the consultants on the space needs the \$46MIL represented the all-in price for the desired work at Birchwood and Community Center.

Commissioner Ruff asked where the all-in leaves the Family Aquatic Center (FAC); Nagle added that a place holder has been added to the funding for FAC to be considered when Birchwood and Community Center is complete.

Superintendent Danz left the meeting at 5:12

The Board reviewed the previously distributed written Facilities Department Report. Superintendent Nagle started his report with the Community Center gym which received a new curtain, bleachers, fans and will have the floors done in August. Nagle gave kudos to Facilities Manager Keith Schmerer and Assistant Facilities Manager Alec Owens for keeping on the fitness membership drive; this is typically a slow time of year but we have some new memberships and an increase of patrons using the fitness center; Cutting Hall ticket sales have been going well in 2023, kudos to Theatre Manager Jeff Greene and crew; the golf course numbers which had over \$200K revenues in May which was really nice weather wise; June is looking good as well. Nagle closed his report with the stables which has a new rescue pony, Muffin, who is getting acclimated.

The Board reviewed the previously distributed written Parks and Planning Department Report. Superintendent Holder highlighted the playground projects; Kids Around the World removed the playground at Osage on June 6<sup>th</sup>, the contractors have started construction and moving along with weather cooperating; hopes to reopen in next couple of weeks, will then start on shelter with Eagle Park on schedule to have playground removed on July 31<sup>st</sup>. Hamilton paving delayed, but hoping to start on July 5<sup>th</sup> or 6<sup>th</sup>; targeting end of July for completion; still on target to start the golf course and trail right after Labor Day. Holder continued his report with the Smith Road crossing which has also been delayed due to removal of dead trees; paperwork involved has slowed down the process; expects to start in the next few weeks. 206 East Palatine Road demo and sewer line work is done: working on final payout for the next board meeting. Holder also highlighted the crews who have been busy; preparing grounds for Hometown Fest, athletic maintenance, park and playground inspection and also swamped with pool activity. The Hometown schedule is included in the written report; discussion of parade location and set up followed.

#### Executive Director's Report

The Board reviewed the previously distributed written Executive Director's Report. Director Clark acknowledged the parks crew and recreation staff efforts in preparation for Hometown Fest. Continuing to be a busy time for staff with pool, camps and capital projects being worked on. Hope to have our annual audit presented at the 2nd meeting in July; the auditors have filed an extension, so we are in compliance and good standing with the county. Clark continued his report with the onboarding of new staff; receipt of the Inter-Governmental Agreement (IGA) from legal counsel Paine regarding acquisition of the Clayson House; the library now has the IGA to review with their counsel and hopes to have for the Park Board in July.

Commissioner Ruff asked where we are at with Harper; Clark stated that he hasn't heard back and that Danz is working through the advisory committee protocol. Clark has heard that their focus is on the umbrella IGA and not the court renovation; Clark will give it a little more time and then reach out to Dr Proctor himself.

#### Commissioner Reports/Future Agenda Items

Commissioner Gould commented on the events at the Palatine Historical Society events that went very well; the Good Ole Summertime fest with a tree dedication and shot off the civil war cannon. They also had the House and Garden Walk with several houses including the Patten house which had a long line; Gould was a docent at one of the houses; everything was beautiful with over 170 tickets sold.

Commissioner Rogers stated that Commissioner Gould did a very nice speech dedication of the tree. She also mentioned that the IHSA is doing away with boys' gymnastics and wondered what that means for our gymnastics program. Vice President Petricca stated that the IHSA girls' program may be next. Palmer stated that our boys' program has started to grow substantially and could be could

for us if we can obtain the high school coaches and gymnastics which would allow them to compete at a club level through USAG; Clark added that many gymnasts and other sports prefer to play for club or travel programs over the high school teams. Commissioner Ruff added that is more reason to look at moving gymnastics to Birchwood.

Commissioner Ruff stated that he will miss the next meeting as he will be on vacation.

Adjournment

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

AYE: Terry Ruff, Joe Petricca, Susan Gould, Jennifer Rogers

NAY: None

ABSENT: Greg Sammons

Motion carried at 5:37 p.m.

Respectfully submitted,

Mike Clark  
Park Board Secretary Pro-Tem

Attest:

Mike Clark  
Secretary Pro-Tem

Approved:

Greg Sammons  
President

<b><u>2023 Park Board Meetings</u></b>		
July 11, 2023	September 12, 2023	November 28, 2023
July 25, 2023	September 26, 2023	December 12, 2023
August 8, 2023	October 24, 2023	
August 22, 2023	November 14, 2023	