



REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT  
Village of Palatine, 200 East Wood Street in Palatine  
Second Floor - Community Room B  
March 25, 2024, at 5:00 p.m.



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

Commissioners Present

Greg Sammons, President  
Terry Ruff, Treasurer  
Jennifer Rogers  
Susan Gould

Commissioners Absent

Joe Petricca, Vice President

Staff Present

Benjamin Rea, Executive Director	Steve Nagle, Superintendent of Facilities
Lisa Allie, Park Board Secretary/Executive Assistant	Jim Holder, Superintendent of Parks & Planning
Michelle Eckelberry, Supt. of Dist. Services & Projects	Josh Ludolph, Asst. Superintendent of Facilities
Sonia Austin, Assistant Superintendent of Finance	Amy Vito, Asst. Supt. of Parks & Planning

Visitors and Citizens Present

None

Approval of Agenda

Commissioner Gould moved, and Commissioner Ruff seconded that the agenda be approved. Director Rea stated that there was no need for an Executive Session. By a voice vote, the agenda for the regular meeting of March 25, 2024, was approved as amended. The result of the voice vote follows:

AYE: Susan Gould, Terry Ruff, Jennifer Rogers, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried.

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 March 11, 2024, and Warrant #6. The result of the roll call vote follows:

AYE: Terry Ruff, Jennifer Rogers, Susan Gould, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried.

New Business

The Board reviewed a previously distributed board summary pertaining to the award of bid for Meadowlark Park Development Construction. Superintendent Holder answered Commissioner questions regarding the change order which will save the district money by having staff purchase and/or install items removed from the bid. Commissioner Ruff moved, and Commissioner Gould seconded that the Board of Park Commissioners approve the lowest responsible bidder, Hacienda Landscaping, Minooka, Illinois, in an

amount not to exceed \$1,309,223.00 for the development of Meadowlark Park. The motion was approved by a roll call; the result follows:

AYE: Terry Ruff, Jennifer Rogers, Susan Gould, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the award of bid for the purchase of Meadowlark Play Equipment. Commissioner Gould moved and Commissioner Ruff seconded that the Board of Park Commissioners approve, the lowest responsible bidder, Play Illinois LLC., Westmont, Illinois, in the amount not to exceed \$105,275.49 for the acquisition of playground and Adventure Course equipment for Meadowlark Park through Sourcewell. The motion was approved by a roll call; the result follows:

AYE: Jennifer Rogers, Susan Gould, Terry Ruff, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the award of bid for purchase of the Meadowlark shelter. Commissioner Ruff moved and Commissioner Gould seconded that the Board of Park Commissioners approve, the lowest responsible bidder Icon Shelter Systems Inc., Holland, Michigan, in the amount not to exceed \$65,770.00 for the purchase of one shelter through GoodBuy. The motion was approved by a roll call; the result follows:

AYE: Susan Gould, Terry Ruff, Jennifer Rogers, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the award of bid for the purchase of Cutting Hall Digital Mic Replacement and Installation. Commissioner Ruff moved and Commissioner Rogers seconded that the Board of Park Commissioners approve, the lowest responsible bidder, Northern AV Group, of Harvard, Illinois in the amount of \$43,957.15 for the purchase and installation of Cutting Hall Digital Body Mic and Receiver. The motion was approved by a roll call; the result follows:

AYE: Terry Ruff, Jennifer Rogers, Susan Gould, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the award of bid for purchase of and installation of Phase III Keyless Access. Commissioner Ruff moved and Commissioner Gould seconded that the Board of Park Commissioners approve, the purchase and installation quote provided by Current Technologies Co. of Lombard Illinois and direct staff to issue a purchase order in the amount of \$36,873.52. Assistant Superintendent Ludolph clarified the doors covered in this phase and the total cost to date at approximately \$80,0000 which is significantly less than any of the other systems in reply to questions from the Commissioners. The motion was approved by a roll call; the result follows:

AYE: Terry Ruff, Jennifer Rogers, Susan Gould, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried.

#### Departmental Reports

The Park Board reviewed the previously distributed written Facilities Department report. Superintendent Nagle shared the following highlights from his report: February and March continue to be busy with drop in and rental services, the fitness center received 2 new pieces of equipment and some routine maintenance and conditioning of the turf is being done at Falcon Park. The golf course has had a rough start with the weather so far this Spring.

The Park Board reviewed the previously distributed written Parks and Planning Department report. Superintendent Holder reported that the plans for Meadowlark have been resubmitted to the Village with the adjustments they requested. The Cedar Park playground replacement plans are completed; staff are looking at a co-op program for the construction. The prices look good so far; hopes to bring recommendations with a purchase order to the next meeting. The turf replacement project is scheduled to start the week of June 10<sup>th</sup>; contracts have been signed; waiting for the bonds and Certificate of Insurance. Crews have been able to get a jump on some projects with the Spring weather. Superintendent Holder shared that they have an applicant for the mechanic position coming in for an interview Monday and that they will take a look at the seed blanket by Eagle Park playground in response to Commissioner questions.

#### Executive Director Report

Director Rea said that we hope to be members of PDRMA (Park District Risk Management Agency) on Monday, April 1<sup>st</sup> and have been working on getting them some last-minute documents this week. We still plan on having the PDRMA orientation meeting on April 3<sup>rd</sup> at our All-Staff Meeting. Director Rea found out last week that the cost for the MRMA (Metro Risk Management Agency) five-year extended reporting option is already in the MRMA 2024 budget so we will be moving forward with that option. We will not be taking the cyber tail coverage as PDRMA covers that from day one based on the discovery date. Superintendent Nagle has the Community Center awning project at Village for permitting right now.

In response to Commissioner Ruff, Superintendent Nagle explained that we are still waiting for parts to complete the lift repairs.

#### Commissioner Reports/Future Agenda Items

Commissioner Rogers said that she was at the Hound Egg Hunt which was chilly but a very nice event. It was nice to see the staff and all the happy dogs.

#### 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 as follows:

AYE: Jennifer Rogers, Susan Gould, Terry Ruff, Greg Sammons

NAY: None

ABSENT: Joe Petricca

Motion carried at 5:21 p.m.

Respectfully submitted,

Lisa Allie  
Park Board Secretary

Attest:

Approved:

Lisa Allie  
Secretary

Greg Sammons  
President

<b><u>2024 Park Board Meetings</u></b>		
April 8, 2024	July 8, 2024	October 21, 2024
April 22, 2024	July 22, 2024	November 11, 2024
May 13, 2024	August 12, 2024	November 25, 2024
May 27, 2024*	August 26, 2024	December 9, 2024
June 10, 2024	September 9, 2024	*Memorial Day; meeting TBD
June 24, 2024	September 23, 2024	