



REGULAR BOARD MEETING  
 BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT  
 Village of Palatine, 200 East Wood Street in Palatine  
 Second Floor- Village Room B  
 December 9, 2024, at 5:00 p.m.



These minutes are not a verbatim record of what was said during the meeting

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

Commissioners Present

Terry Ruff, President  
 Jennifer Rogers  
 Susan Gould  
 Joe Petricca  
 Greg Sammons

Commissioners Absent

Staff Present

Benjamin Rea, Executive Director  
 Andrea Fisher, Director of Finance  
 Sonia Austin, Superintendent of Finance  
 Michelle Eckelberry, Director of District Services  
 Dayell Houzenga, Supt. of District Services  
 Lisa Allie, Park Board Secretary/Executive Assistant

Jim Holder, Director of Parks  
 Amy Vito, Superintendent of Parks  
 Colleen Palmer, Director of Recreation & Facilities  
 Katie Waszak, Supt. of Recreation Programming  
 Josh Ludolph, Supt. of Recreation Facilities  
 Cheryl Lufitz, Communications & Marketing Mgr.

Visitors and Citizens Present

None

Public Hearing concerning the intent of the Board of Commissioners to sell bonds of the District in an amount not to exceed \$6,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving, and protecting of the same, and the existing land and facilities of the District and for the payment of the expenses incident thereto

President Ruff opened the Bond Issuance Notification Act hearing to receive any comments relative to the District’s proposal to sell not to exceed \$6,000,000 in General Obligation Park Bonds and stated that all persons desiring to be heard on this matter will now have an opportunity to present written or oral testimony to the Board of Commissioners. These proposed bonds are to be issued for the purpose of maintaining, improving, and protecting the existing land and facilities of the District, and for the payment of the expenses incident thereto. Before taking any testimony from the public, would any Board of Commissioners member like to make any comments regarding the proposal to issue not to exceed, \$6,000,000 in General Obligation Park Bonds; the Board of Commissioners did not provide any comments. President Ruff asked if any residents or members of the public who were present this evening wished to provide oral or written testimony concerning the proposed issuance of General Obligation Park Bonds; the Board of Commissioners did not receive comments from residents or members of the public. Director Rea clarified that this is the same rollover bond done every year for the purposes of paying our existing bonds and debt, with a little leftover for Capital Projects. The only difference with this hearing is that we can’t issue \$6,000,000, but by doing \$6,000,000 it allows us to have a BINA hearing every 3 years. It will capture each one our roll-over bonds which will save the District money by not having to pay Bond Counsel every year to prepare a BINA Hearing. President Ruff asked Secretary Allie if any comments were received in the office; no written or other correspondence regarding the proposed issuance of General Obligation Park Bonds was received. President Ruff thanked everyone for participating; with all persons desiring to be heard being given an opportunity to present oral and written testimony regarding the proposal to issue the General Obligation Park Bonds, I will now entertain a motion to adjourn the hearing. Commissioner member Rogers moved and Commissioner member, Petricca seconded the motion that the Hearing be adjourned.

President Ruff requested a roll call vote, the result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

President Ruff concluded that the Bond Issuance Notification Act hearing is adjourned.

Approval of Agenda

Commissioner Rogers moved, and Commissioner Sammons seconded that the agenda be approved. By a roll call vote, the agenda for the regular meeting of December 9, 2024, was approved as amended. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Rogers moved and Commissioner Petricca seconded that the consent agenda be approved as presented. President Ruff stated that all our affiliates are allowed to nominate a representative for Volunteer of the Year, it's an option. They do not have to nominate anyone. There is also the Spotlight Award and Honor Roll. The committee meets to discuss the nominations, and they can choose more than one, in response to Commissioner Sammon's question. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of November 25, 2024, Warrant #16 and Approval of Honor Roll Nominees. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Visitors and Citizens' Comments

There were none.

New Business

The Board reviewed a previously distributed board summary pertaining to the approval of Ordinance #24-10 Tax Levy Abatement. Commissioner Sammons moved, and Commissioner Petricca seconded the motion that the Board of Park Commissioners adopt Ordinance #24-10. An ordinance abating the tax hereto levied for the year 2024 to pay the principal and interest on General Obligation Refunding Park (Alternate Revenue Source) Bonds, 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. The motion was approved by a roll call; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the approval of the 2025 Budget Presentation and Tentative Approval of Budget and Appropriation Ordinance 25-01. Director Rea clarified that we are only seeking direction from the board tonight. This is a draft Budget and Appropriations Ordinance that we will officially approve at the January 13th meeting after we publish notice of the public hearing. Tonight, we are seeking the Board's direction to put the Budget on public display for 30 days which will then take us to our next meeting for approval. Director Rea also praised the staff for all their hard work; it's a conservative budget, but it's a good budget that the staff worked very hard on.

Commissioner Rogers made a motion for tentative approval of the Budget and Appropriations Ordinance #25-01, and Commissioner Sammons seconded the motion.

Director Fisher thanked the department heads for their support and stated that together we put forth a budget I'm proud of and excited to present tonight. Director Fisher provided a detailed explanation of the budget which included a review of the District's revenues, expenses, employee benefits, salaries, IMRF, and comprehensive plan projects. The reorganization and master plan were highlighted; Director Fisher stated that the reorganization continues to be implemented and has had a significant impact at the District. Details of how these changes affected the budget and changes to previous budgets that were done using cost recovery were provided. Director Fisher and staff answered Commissioner questions about the property taxes, tax levy, employee benefits, and variance of the 2025 budget compared to the previous years. Director Holder presented the 2024 Capital Review and 2025 Capital Budget presentation which included review of the major projects completed in 2024, budget performance, and what we are proposing for 2025. Highlights of the presentation included 2024 property purchased, facility upgrades and improvements, account changes for the capital budget, and details of the 2025 projects and expenses. Director Holder answered Commissioner questions about funds for 2024 projects that were not completed and the use of Artificial Intelligence for lining the athletic fields. President Ruff thanked Directors Fisher and Holder for their reports and said they have a good idea of where we are this year. Commissioner Sammons agreed and said it was understandable and easy to read. Director Rea reminded the Board that the 4% merit pool is in the budget and it's review time so we will be letting staff know about the 4% increase effective January 1<sup>st</sup>.

President Ruff entertained a motion to table approval of the Budget and Appropriation Ordinance #25-01. Commissioner Rogers moved and Commissioner Petricca seconded the motion to table approval of the Budget and Appropriation Ordinance #25-01. The motion was approved by a roll call; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of 2025 Board Meeting Schedule through May. Commissioner Rogers moved, and Commissioner Petricca seconded the motion that the Board of Park Commissioners approve the 2025 Board Meeting Schedule through May with the new start time of 6:00 p.m. as presented. The motion was approved by a roll call; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of Tax Levy Ordinance #24-09. Commissioner Sammons moved, and Commissioner Rogers seconded the motion that the Board of Park Commissioners adopt Ordinance #24-09 assessing and levying taxes for 2024 in the amount of \$16,379,439

(Sixteen Million Three Hundred and Seventy-Nine Thousand Four Hundred Thirty Nine dollars).

The motion was approved by a roll call; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

#### Executive Director Reports

Director Rea reported that the Turkey Trot was a wonderful event on a very cold day with 1,996 registered participants at the event. We were 24 participants short of our all-time high, 2,020 in 2019. It was very well run with a lot of enthusiasm. He commended the staff and volunteers for the excellent job that day. He also thanked Commissioner Sammons and Rogers for attending. As Andrea had mentioned we are meeting with Hitchcock Design group tomorrow, to continue with the Master Plan. He's hoping that ETC, the company working on the community survey, will be there so that we can start generating the survey questions and will share those questions with the Board. Director Rea also shared news of Superintendent Sharp's progression with his continuing education; he is making an effort to get his Superintendent Certification. We are very proud of him and his efforts.

#### Commissioner Reports/Future Agenda Items

Commissioner Rogers thanked staff for the budget; it's a big undertaking and was very well put together.

#### Executive Session

President Ruff requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Sammons moved and Commissioner Petricca seconded that the Board of Park Commissioners go into closed session for discussion of Executive Session; Section 2(c)(5) Open Meetings Act authorizes only closed session discussion of the acquisition or lease of real property for the use of the District. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried at 6:16 p.m.

#### Return to Open Session

President Ruff entertained a motion to come out of closed session and resume the regular meeting of the Board of Park Commissioners; Commissioner Sammons moved, and Commissioner Rogers seconded the motion. The motion was approved by a voice vote; the result follows:

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

NAY: None

ABSENT: None

Motion carried at 6:59 p.m.

#### Action on Matters Considered in Closed Session

Regarding the Closed Session Section 2(c)(5) Open Meetings Act for discussion of the acquisition or lease of real property for the use of the District. There was 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 Sammons seconded the motion which was unanimously approved by a voice vote as follows:

AYE: Susan Gould, Joe Petricca, Greg Sammons, Jennifer Rogers, Terry Ruff  
NAY: None  
ABSENT: None  
Motion carried at 6:59 p.m.

Respectfully submitted,

Lisa Allie  
Park Board Secretary

Attest:

Approved:

Lisa Allie  
Secretary

Terry Ruff  
President

<b><u>2025 Park Board Meetings</u></b>	
January 13, 2025	March 24, 2025
January 27, 2025	April 14, 2025
February 10, 2025	April 28, 2025
February 24, 2025	May 12, 2025
March 10, 2025	May 27, 2025