



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
March 14, 2023, at 5:00 p.m.



The meeting was called to order at 5 p.m. by President Gould

Commissioners Present

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

Commissioners Absent

Staff Present

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

Approval of Agenda

Commissioner Ruff moved and Commissioner Petricca seconded that the agenda be approved. President Gould asked if there were any changes; Director Clark confirmed that there were no changes. President Gould had a question about 5A; Director Clark confirmed the agenda order with Gov HR presenting first to allow time for the Board to discuss. By a voice vote, the agenda for the regular meeting of March 14, 2023, was approved.

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

NAY: None

ABSENT: None

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 as presented. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of February 28, 2023, Closed Session Minutes of February 28, 2023 and Approval of Warrant #5. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Visitors and Citizens Comments

No comments were made.

Presentation

Commissioner Ruff introduced Heidi Voorhees, President & Co-Owner of Gov HR along with Consultant, Steve Scholten, to give their presentation for the Executive Search. Voorhees started with a summary of the firm which has had 12,000 recruitments since 2009, they have a strong presence in the Parks and Recreation field, with 98% of their business in local government. Also, very familiar with the Midwest with their headquarters in Northbrook. Voorhees then mentioned that they are active in all local government and professional associations which is where they find candidates. Scholten gave a brief history of his background which included 42+ years working in the Parks and Recreation field with about 34 of those years as an Executive Director. Voorhees mentioned that Steve will also be working with Joe Deluce who understands the Illinois climate but also has contacts in different parts of the country. She also stated that they are comfortable working with large complex park districts such as Palatine and explained their strong commitment to Diversity, Equity and Inclusion, DEI, which includes support of several DEI organizations. Voorhees continued with an in-depth explanation of their recruitment and selection process as well as helping to facilitate the interview process and assist with salary negotiations. The Commissioners then asked several questions which included: a walk-through of the different steps in the Gov HR process, how many candidates the Board will have to choose from, the length of the entire process, how many candidates Gov HR thinks will apply for the position, advertising search for potential candidates, how often will the Board hear from Gov HR during the process and if Gov HR sees any park districts involve their staff in the interview and recruitment process. Voorhees and Scholten answered all questions, and The Board thanked them both for coming out.

Departmental Reports

The Park Board reviewed the previously distributed written District Services and Projects Department Report. Superintendent Eckelberry highlights started with Paycor which now has the ability to upload 19 documents for new hires and a viewing feature for hiring managers to see the status of employees through the onboarding process. We hired 48 umpires and will start our pop-up interviews tomorrow for summer positions. Equipment for door access has arrived; expect to begin installation this month. Spring catalogs have been delivered; work on the summer catalogs has begun and will be delivered in April. The first preliminary visioning session with Planeteria is scheduled for next Thursday, March 23rd; Eckelberry will send link to everyone. New Park Foundation President, Kate McNally, is working on some new fundraising ideas and plans to attend an upcoming Park Board Meeting to discuss ideas for possible partnership. There is a pause on the Living Tribute program until June 1st as staff works through some changes for the upcoming year.

Commissioner Ruff asked if we are sending out an email to notify residents when catalogs are delivered. Eckelberry stated that we currently have that information posted to the website but will also send out an eblast.

The Board reviewed the previously distributed written Recreation Department Report. Superintendent Danz started with Date Night which had 150 participants that was filled shortly after registration began; the Wellness Challenge has 44 staff members participating compared to last year at this time we had 21. Danz also mentioned some changes to the monthly Recreation reports, they have started to include data in charts to make the information easier to read. She also mentioned that swim lessons are doing quite well; group lessons have doubled since last year and preschool aquatics is up significantly. Tri Your Luck Triathlon was a success this past weekend with over 40 registered participants and only 3 no shows. Commissioner Ruff asked about having Date Night moved to Falcon Park to accommodate more people since it's such a popular event; Danz said that they would consider that option.

New Business

The Board reviewed a previously distributed board summary pertaining to the Award of Bid, Falcon Park Painting Project. Commissioner Rogers moved, and Commissioner Petricca seconded that the Board of Park

Commissioners award Red Feather Group Co., in the amount of \$70,457 for painting of the Falcon Park exterior pre-cast walls, and interior gym walls. The motion was approved by a roll call vote; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the Approval, Palatine Historical Society 2023 Good Old Summertime Special Use Permit Request. Assistant Superintendent Ludolph introduced Joe Petykowski and Kathie McCarthy from the Palatine Historical Society who is requesting permission to hold a special event on the grounds of Clayson House. After showing a brief video Petykowski stated that as seen in the video, the Clayson House is turning 150 years old this year and they would like to have a Good Old Summertime Celebration. They will serve lemonade and cookies, but no alcohol. They are partnering with Taylor's Battery, a company that will shoot off a canon, bring a civil war display and have people walking around in period costumes. Also, on that day they will have a flag day ceremony, prior to the celebration.

The Legion will be there and have a gun salute so they will be firing their guns like they do in the parades. Commissioner Ruff asked if the Village agrees with the use of a cannon; Petykowski said that they have talked to both the Village and Fire Department every time they've used the cannon to let them know. The cannon will only be fired 3 or 4 times. Clark suggested that they notify the neighbors; McCarthy and Petykowski agreed and already have plans to flyer the neighbors up and down Palatine Road from Northwest Highway to Plum Grove Road. Commissioner Rogers suggested that they also add a notice to local social media pages. In closing Petykowski mentioned that the house will open for 3-4 hours, said that the Park District has done a great job with the maintenance, and it is really appreciated. Petykowski also added that the police department will have display there so they will have security present. Commissioner Rogers moved, and Commissioner Ruff seconded that

the Board of Park Commissioners approve the Palatine Historical Society 2023 Good Old Summertime Special Use Permit Request scheduled for June 17, 2023. The motion was approved by a voice vote; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the Award of Contract, Executive Director Search Process. Commissioner Rogers moved, and Commissioner Sammons seconded that the Board of Park Commissioners award a contract to HRGov for the services to facilitate the Executive Director search for an amount not to exceed \$24,500. The motion was approved by a roll call vote; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

Executive Director Report

The Park Board reviewed the previously distributed written Executive Director's Report. Director Clark started with news that the park district was awarded Open Space Lands Acquisition and Development

(OSLAD) grant at \$499,900 for the phase 1 development of Meadowlark Park development project. He also announced that we have hired an Assistant Superintendent of Finance, Sonia Austin, who will start April 3rd.

Spring Registration was extremely busy online and in person; Customer Service Representatives did a great job handling the volume while providing good customer service. Clark also thanked everyone for their time and effort with the Space Needs Assessment Workshop; the task force has started working on the next steps. Once they have done their due diligence the 2nd Space Needs Workshop will be set up. The Annual Legislative Conference in Springfield is on May 2nd and 3rd; we will be hosting the Northwest Suburb Dinner after the reception with legislators.

Commissioner Reports/Future Agenda Items

Commissioner Ruff will not be able to attend the Legislative Conference; he also mentioned that he used the registration software on registration day for the first time and was really impressed with the process.

Executive Session

President Gould requested a motion to close the public portion of the meeting and convene in executive session. Commissioner Ruff moved that the Board of Park Commissioners go into closed session for discussion of Executive Session; 2(c)(11) discussion of pending, or probable and imminent litigation, affecting or on behalf of the District. Commissioner Petricca supported the motion. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried at 6:01 p.m.

Return to Open Session

Commissioner Ruff moved to come out of closed session and resume to the regular meeting of the Board of Park Commissioners; Commissioner Sammons seconded the motion which was unanimously approved by a roll call vote as follows:

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

NAY: None

ABSENT: None

Motion carried at 6:47p.m.

Action on Matters Considered in Closed Session

Regarding Section 2(c)(11) discussion of pending, or probable and imminent litigation, affecting or on behalf of the District. There is no action taken at this time.

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 Sammons seconded the motion which was unanimously approved by a roll call vote.

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

NAY: None

ABSENT: None

Motion carried at 6:47 p.m.

Respectfully submitted,

Mike Clark
Park Board Secretary Pro-Tem
MC/la

Attest:

Mike Clark
Secretary Pro-Tem

Approved:

Susan Gould
President

<u>2023 Park Board Meetings</u>		
March 28, 2023	June 27, 2023	September 26, 2023
April 11, 2023	July 11, 2023	October 24, 2023
April 25, 2023	July 25, 2023	November 14, 2023
May 9, 2023	August 8, 2023	November 28, 2023
May 23, 2023	August 22, 2023	December 12, 2023
June 13, 2023	September 12, 2023	