



REGULAR BOARD MEETING
 BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT
 At Village of Palatine Community Center Building in Community Room B
 200 East Wood Street in Palatine
 Minutes of November 22, 2022 at 5:00 p.m.

President Gould called the meeting to order at 5:00 p.m.

Commissioners Present

Susan Gould, President

Greg Sammons, Vice President

Joe Petricca, Treasurer

Terry Ruff

Jennifer Rogers

Staff Present

Michael Clark, Executive Director

Donelda Danz, Supt. of Recreation

Steve Nagle, Supt. of Facilities

Jim Holder, Supt. of Parks & Planning

Michelle Eckelberry, Supt. of District Services

Phil Costello, Supt. of Finance

Joshua Ludolph, Asst. Supt. of Facilities

Colleen Palmer, Asst. Supt. of Recreation

Gergana Minchev, Asst. Supt. of Finance

Dayell Houzenga, Asst. Supt. of District Services

Amy Vito, Asst. Supt. of Parks & Planning

Patrick Griffin, Aquatics Manager

Tony Gallagher, Swim Team Coordinator

Lisa Swan, Cultural Arts Coordinator

Trish Feid, Park Board Secretary/Executive Asst.

Present

Eric Anderson, Bond Consultant

Emil Borre, Palatine Swim Team

Approval of Agenda

Commissioner Rogers moved and Commissioner Ruff seconded that the agenda be approved. President Gould said that the review of 2022 Annual Swim Team Report will be moved to 5A, then the Park Bond Review will move to 5B with the budget review following as 5C. Through a voice call vote, the agenda for the meeting of November 22, 2022 was approved amended.

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

NAY: None

ABSENT: None

Motion carried as amended.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Ruff moved and Commissioner Petricca seconded that the consent agenda be approved. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of November 8, 2022; Adoption of Ordinance #22-07 for Surplus of Property; Rejection of Bid for Golf Course Food and Beverage Provider; October Monthly Financials; and Warrant #22. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Matters from the Public

President Gould acknowledged that no visitors were in attendance.

Presentations

The Board reviewed the previously distributed 2022 Annual Swim Team Report. Swim Team Parent Advisory Board President Emil Borre and Swim Team Coordinator Gallagher highlighted the annual report and reviewed the evaluation of the season; positive highlights; challenges; and targets for next season. Borre said that the program is back to normal, it is great to be back in our own pools. It is nice to see new participants making friends; great community, it is a swim family. Borre forwarded a comment from swim parents regarding hosting meets, possibly a night meet perhaps on a Thursday evening. Borre and Gallagher responded to Park Board questions, Director Clark added that Swim Team Coordinator Gallagher is very humble and he is a big part of the program success. The Board thanked Emil Borre and Swim Team Coordinator for the report.

Summary and Review of Proposed Series 2023 Taxable Limited Park Bond. Mr. Anderson thanked the Park Board and staff for the relationship of 28 years; Anderson thoroughly reviewed the Palatine Park District position with the bonds and the need to do a BINA public hearing as the first step on December 13, 2022 Park Board meeting. Anderson responded to Board questions as he highlighted the proposed Series 2023 Taxable Limited Park Bond, interest rates and summary of the call provisions on outstanding bonds. Reviewed the current non-referendum levied bonds; alternate bond debt service; alternate revenue source bond coverage by Limited Park Bonds; and details of Series 2023 Bonds. Lastly Anderson reviewed the bond sale timing schedule. The Park Board thanked Mr. Anderson for the presentation.

The Board reviewed the Palatine Park District 2023 Annual Operating Proposed Draft Budget Review. Supt. Costello reviewed the tentative budget presentation. The detailed PowerPoint included a recap of 2021; 2022 snapshot of total District revenues and expenses along with trended activity; operating budget sources and net reserves trends. Then Costello explained each page of the tentative 2023 Budget PowerPoint presentation and answered questions from the Park Board. Director Clark added that on December 13 there will be a public hearing followed by approval of the Budget and Appropriations Ordinance. The Park Board thanked Supt. Costello for his presentation.

Departmental Reports

The Board reviewed the previously distributed written Parks and Planning Department Report. Supt. Holder said that the department is wrapping up capital projects for the year; Birchwood's situation is settled and Community Park looks great. Staff evaluations are done and the ice rinks are up.

The Board reviewed the previously distributed written Facilities Department Report. Supt. Nagle highlighted the nice picture of Palatine Stables team. Nagle said that sadly one of the boarder horses died today, it was an old horse. Staff introduced toddler drop in programs on evenings and weekends. POC along with many sponsors provided thanksgiving dinners.

The Board reviewed the previously distributed written Finance Department Report. Supt. Costello said big change and he is excited about the team that is put together. Costello added that he is happy with the addition of Les Paul who has stepped up in many ways.

The Board reviewed the previously distributed written Sounds of Summer Report. Cultural Arts Coordinator Swan provided the summary about the 2022 Summer Concert Series. Highlighted the sponsors and some of the big headlining bands. The weather caused some challenges only on a few nights; staffing was a challenge for the Picnic Series due to part-time staff working their full-time jobs. Swan reviewed some programming

recommendations and passed out a souvenir from the Summer Concert Series, which was a hit with the patrons. Swan responded to questions and the Board thanked Cultural Arts Coordinator Swan for her report.

New Business

The Board reviewed a previously distributed board summary pertaining to the approval of Approval; Updated Administrative Policy – Section 2.12.06 Program Refund Procedure. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve updates to Section 2.12.06 Program Refund Procedure of the Administrative Policy Manual as presented. The motion was approved by a roll call vote; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

Executive Director Report

The Board reviewed the previously distributed written Executive Director Report. Executive Director Clark apologized for the delay in posting his EDR, Director Clark was at the Athletic Conference in Florida last week, the conference was great and no speaking engagements. Working on closing the year out, budget and staff appraisals. The annual Work Plan Goal retreat for 2023 agency goals planning is coming up and Clark reviewed the framework for the retreat. Clark reviewed the upcoming events, full-time staff holiday party on January 14, 2023; State Conference in January; and the annual Turkey Trot at Harper College.

Commissioner Reports/Future Agenda Items

In response to Commissioner Ruff’s question regarding the fitness center’s fob system still having a delay with swiping; Supt. Nagle will investigate the situation.

Commissioner Rogers asked about time to get to Turkey Trot on Thanksgiving morning; Commissioners Ruff, Rogers and Sammons will be helping with the start of the 2 races.

President Gould mentioned that no future agenda items were presented.

Adjournment

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

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

NAY: None

ABSENT: None

Motion carried at 6:31 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Susan Gould
President

2022 Park Board Meetings

December 13, 2022

2023 Park Board Meetings

January 10, 2023
January 24, 2023
February 14, 2023
February 28, 2023
March 14, 2023
March 28, 2023
April 11, 2023
April 25, 2023

May 9, 2023
May 23, 2023
June 13, 2023
June 27, 2023
July 11, 2023
July 25, 2023
August 8, 2023
August 22, 2023

September 12, 2023
September 26, 2023
October 24, 2023
November 14, 2023
November 28, 2023
December 12, 2023