



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 14, 2022, at 5:00 p.m.

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

Commissioners Present

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

Commissioners Absent

Susan Gould

Staff Present

Mike Clark, Executive Director
Phil Costello, Superintendent of Finance
Gergana Minchev, Asst. Superintendent of Finance
Michelle Eckelberry, Supt. of Dist. Services & Projects
Dayell Houzenga, Asst. Supt. of District Services & Projects

Jim Holder, Superintendent of Parks & Planning
Steve Nagle, Superintendent of Facilities
Donelda Danz, Superintendent of Recreation
Colleen Palmer, Asst. Supt. of Recreation
Lisa Allie, Interim Secretary

Visitors and Citizens

No visitors or comments presented

Approval of Agenda

Commissioner Rogers moved and Commissioner Ruff seconded that the agenda be approved. Director Clark advised that BW Pool staff is unable to attend today's meeting for the Staff Recognition, item 5 on the agenda, so it will be moved to the next meeting. By a voice vote, the agenda for the regular meeting of June 14, 2022, was approved as amended.

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

NAY: None

ABSENT: Susan Gould

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Ruff moved and Commissioner Rogers seconded that the consent agenda be approved as presented. Commissioner Sammons asked what the term is for the expiring gas contract; Superintendent Holder confirmed that it was 36 months. Director Clark explained that due to current market they felt that 24 months was best. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of May 24, 2022, and Approval for Warrant #11 and Ratification of Natural Gas Utility Rate Lock Agreement. The result of the roll call vote follows:

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

NAY: None

ABSENT: Susan Gould

Motion carried.

New Business

Director Clark stated that Annual Agency Work Plan 1st Trimester Progress Report was for informational purposes with no action required. He continued to explain that the Trimester report helps him keep tabs of the progress and to share with the board.

Commissioner Sammons asked about large projects review and evaluation; Director Clark explained that status updates are included in the board reports and can always be added to agenda to discussion if more information is needed.

The Dutch Schultz Renovation Project was discussed with the consensus being that Commissioner Gould was leaning towards keeping Dutch Schultz as tennis courts. Commissioner Ruff agreed that we have a dedicated pickleball courts so we should also have dedicated tennis courts and added that there is no good way to help control equal playing time to both sports. Commissioner Petricca agreed and stated that nobody from the pickleball group came to the meetings to voice their concerns. Commissioner Rogers asked about the NPRA standards to which Director Clark stated that he researched this and there are no national standards, state accreditation allows you to count public courts not maintained by the park district, as of now we have 10 outdoor pickleball and 10 outdoor tennis courts. Commissions Sammons does not think that the two sports mix well on the same court and that Dutch should be left as dedicated tennis courts. Discussion about Harper courts being used for pickleball took place; would depend on condition of courts but all agree it is worth looking into. Due to the concerns all commissioners agree that we hold off on adding lines to the courts at Dutch Schultz right now and look at Harper.

The Board reviewed a previously distributed board summary pertaining to the Approval of Internal Fund Transfer Per Annual Audit Report. Superintendent Costello explained that to balance the capital projects fund they need to transfer funds; for this transfer he took funds from Recreation which pacified the auditors. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the Internal Fund Transfer per Annual Audit Report. The motion was approved by a roll call vote; the result follows:

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

NAY: None

ABSENT: Susan Gould

Motion passed.

The Board reviewed a previously distributed board summary pertaining to the Approval of Purchase-AV/PA Equipment Replacement at Falcon Park. Superintendent Nagle explained that it's been acting up the past few years with new technology now available the system will be easier for staff and customers to use. Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the Purchase of AV/PA Equipment Replacement at Falcon Park. The motion was approved by a roll call vote the result follows:

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

NAY: None

ABSENT: Susan Gould

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the Award of Bid-Property Demolition Services-Palatine Road/Middleton Properties. Superintendent Holder stated that the bid was better than expected and hopes to get going after July 4th.

Commissioner Rogers moved and Commissioner Ruff seconded that the Board of Park Commissioners approve the Award of Bid-Property Demolition Services-Palatine Road/Middleton Properties. The motion was approved by a roll call vote the result follows:

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

NAY: None

ABSENT: Susan Gould

Motion carried.

Departmental Reports

The Park Board reviewed the previously distributed written District Services and Projects Department Report. Superintendent Eckelberry highlighted the big focus has been on evaluating different HRIS and payroll systems; hiring has also been big with 105 Part-Time summer staff hired which bring us to a current total of 993 seasonal and Part-Time staff. Walk-In interviews we're a success with a 55% hiring rate; in addition, Cheryl Lifitz has been hired as the new C & M Manager. Risk Management is still reporting a lot of COVID related cases; 31 reported, 61% patrons & 39% employees, mostly from CARE. We also had an increase in incidents which is likely due to the number of activities being held outside. Our social media continues to be strong with the Tik Tok videos and our Big Trucks event; Wine & Nine netted \$5,000 and fall catalog finished today.

Commissioner Sammons asked how we advertised for the Walk-In interviews. Superintendent Eckelberry replied that it was done through social media, flyers, postcard mailings and posted at the schools. Assistant Superintendent Houzenga added that half of the walk-in applicants had already applied and showed up for an interview.

The Board reviewed the previously distributed written Recreation Department Report. Superintendent Danz reported that the Big Truck event had 3,000-4,000 in attendance which was the first one since 2019; was very successful. Fishing Derby not as successful with only 38 participants; seems to be dwindling over the years; weather could've also been a factor this year. Mari Soper event was a success was the first event for new Coordinator Persino; he did a great job. Preschool has 128 registered for next year; last year at this time we had 146 registered. CARE is back up with 440 registered for next year which is up from end of May with 369 registered; still down from 600 registrations which was before COVID. The pools had a great opening weekend with over 3,000 in attendance, mostly from the Family Aquatic Center and a lot of Non-Residents. Pickleball picking up with adult lessons filled up, so we added more for the summer. Manger Dolphin is working on a Pickleball tournament for October. PCBS is having a Championship weekend at Hamilton on June 24th & 25th. There will be a stage on the first field where they will be presenting trophies so the sound will be amplified towards Smith; they will also be announcing players at each field. Director Clark has asked that the PCBS representatives controlling the sound be respectful.

Commissioner Rogers asked if we collect zip codes at the pools to see where non-residents are from; would be curious to see where they live. Superintendent Danz stated that we don't collect zip codes, but she thinks that a lot of them come from Lake Zurich. Commissioner Sammons asked about the Swim meet; Superintendent Danz said that it went well with good attendance.

Executive Director Report

Director Clark thanked everyone for their support during the loss of this father and continued to report that the public work bid threshold passed so now projects of \$30,000 or more will require a sealed bid process. Still waiting to hear back from IDOT about when they can set up a meeting. Superintendent Eckelberry and Assistant Superintendent Houzenga have been doing an amazing job at keeping up with all the of hiring, exit interviews and everything else they've accomplished while being short staffed in their department. The

number of vacancies is frustrating, time consuming and costly, but Director Clark is confident that we are bringing in high caliber people.

Commissioner Sammons asked about the timing of project to extend the Deer Grove entrance from Smith; Superintendent Holder stated that they are working on final engineering and expects it to happen in Fall.

Commissioner Reports/Future Agenda Items

Commissioner Sammons asked about the certificate for training that needs to be completed. Superintendent Eckelberry advised that Manger Magnum can see when the training has been completed.

Director Clark advised the Park Board that he would like to facilitate a joint meeting between the Park Board and the Foundation Board so he will be sending out an email asking for availability.

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 Petricca seconded the motion which was unanimously approved by a voice vote.

AYE: Terry Ruff, Greg Sammons, Joe Petricca, Jennifer Rogers
NAY: None
ABSENT: Susan Gould
Motion carried at 5:51 p.m.

Respectfully submitted,

Michael Clark
Park Board Secretary Pro-Tem
MC/la

Attest:

Approved:

Michael Clark
Secretary Pro-Tem

Susan Gould
President

2022 Remaining Park Board Meetings

June 28, 2022
July 12, 2022
July 26, 2022
August 9, 2022

August 23, 2022
September 13, 2022
September 27, 2022
October 25, 2022

November 8, 2022
November 21, 2022
December 13, 2022