



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



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

Commissioners Present

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

Commissioners Absent

Staff Present

Phil Costello, Superintendent of Finance  
Sonia Austin, Assistant Superintendent of Finance  
Michelle Eckelberry, Supt. of Dist. Services & Projects  
Lisa Allie, *Park* Board Secretary/Executive Assistant  
Steve Nagle, Superintendent of Facilities  
Josh Ludolph, Asst. Superintendent of Facilities

Jim Holder, Superintendent of Parks & Planning  
Donelda Danz, Superintendent of Recreation  
Colleen Palmer, Asst. Superintendent of Recreation  
Tony Gallagher, Swim Team Coordinator  
Patrick Griffin, Aquatics Manager

Visitors and Citizens Present

Ben Rea, Incoming Executive Director  
Eric Anderson, Brett Knorr and Tom LaFleur, Piper Sandler  
Talitha McKinney, Swim Team Advisory Board President  
Teresa Calpino, Resident  
William Van Giesen, Resident

Approval of Agenda

Commissioner Gould moved and Commissioner Petricca seconded that the agenda be approved.  
Commissioner Ruff asked to flip items 6D and 6F under New Business. Executive Director asked to add a closed session for purposes of land acquisition. By a voice vote, the agenda for the regular meeting of November 14, 2023, was approved as amended.

AYE: Joe Petricca, Jennifer Rogers, Terry Ruff, 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 Gould moved and Commissioner Rogers 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 October 24, 2023, Regular Meeting Minutes of October 17, 19 and 26, 2023, Closed Session Minutes of October 17, 19 and 26, 2023 and Warrant #21. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

## Visitors and Citizens Comments

None

### Presentations

Tony Gallagher, Swim Team Coordinator and Palatine Tiger Sharks Head Coach gave the Annual Swim Team Report; starting with the build up from the pandemic he reported that they are back to healthy numbers across all the swim groups. From a team standpoint they have 270 swimmers compared to pre pandemic when they had a max of 350 which was a little too big for their staff. Throughout the year they've had some new board members come in with new ideas and events to give the the teams new opportunities for team building activities outside of the pool. Gallagher also reported that they are in a really nice spot with competition and well-rounded throughout all age groups from top to bottom; he shared some highlights which included: the Tiger Sharks consistently placing top 10 to top 5 in the state, the 13 and 14 yr old boys placed 2<sup>nd</sup> in state, 4 girls sent to compete in California, several swimmers ranked top 10 in the country for their respective age groups and events, they have 2 girls between .4 and .7 seconds of Olympic trial qualifying times and 1 girl going to the National Select Camp; less than 1% of our nation's swimmers' are selected for this camp. This is especially impressive coming from a park district program.

Talitha McKinney, Swim Team Advisory Board President, referenced her written letter in the report which she recapped starting with the 4 swim meets they host each year; these are their largest fundraisers. She also mentioned Birchwood Pool which makes the program unique; a lot of teams don't have access to a 50-meter pool, so for the kids to train as they compete in a 50-meter pool is great. McKinney continued with the 3 meets they host at Birchwood Pool, these meets are in high demand and fill quickly, they offer a different environment compared to normal swim meets as they offer the ability to get close the action; it's always a great time and allows them to showcase what their program offers. McKinney stated that they are doing well financially and talked of the raffle being held for a 3<sup>rd</sup> year which is a very successful fundraiser for the team. In closing she mentioned the coaching staff; they do a phenomenal job with all the kids which includes a wide range from national level swimmers to kids who just want to get exercise and make friends. They can accommodate all of that which makes it such a great program.

Patrick Griffin, Aquatics Manger, gave the Annual Pool Report; he started his report with the aggressive hiring campaign that helped ensure he was fully staffed and prepared to open all 3 pools for Memorial Day weekend. They were able to train over 50 plus new lifeguards trained with the use of Harper and having Birchwood available prior to the the start of the season. Griffin also mentioned a new event, the Cardboard Boat Regatta held at Eagle Pool; there were 10 registered and 6 boats participated. They will try it again next year with hopes of building it up; it was a lot of fun. Another great addition this summer was having a lifeguard instructor at each site, including Harper; this not only helps teach the skills, but is also helps reinforce the skills and at for audits. Griffin reported that there was an increase in pool passes from the previous year, the daily attendance is increasing; the classes are full and have received a lot of positive feedback. Unfortunately, he was unable to clear the waitlists due to staffing issues; they will continue to work on hiring more instructors, so they are able to get participants off the waitlist. Griffin closed his report with goals for next year which included the hiring of more staff, increasing pool hours, to sell daily admission and pool passes online and revamping some water events to help get people out to the pools.

Eric Anderson from Piper Sandler presented the proposed Series 2024 Taxable Limited Park Bond; he started with announcing that this would be his last report to the board as he is retiring at the end of the year. He continued with a recap of his work with the park district that started back in 1996 with the Family Aquatic Center; as a Palatine resident he thanked the board for being able to deliver capital projects that have served and been enjoyed by the community. Anderson introduced Brett Knorr and Tom LaFleur who will be taking over for him after he retires then continued with his report which included a detailed review of the following: interest rates and summary of the call provisions on outstanding bonds, the current non-referendum levied bonds, alternate bond debt service, alternate revenue source bond coverage by Limited Park Bonds, details of Series 2024 Bonds and the bond sale timing.

President Sammons presented Commissioner Ruff the IAPD Service Recognition plaque for his ten-year board service anniversary and to Commissioner Gould for her 30-year board service anniversary.

New Business

The Board reviewed the previously distributed Memo of Understanding for repayment to MRMA. Commissioner Petricca moved, and Commissioner Rogers seconded that the Board of Park Commissioners approve the Memo of Understanding for repayment to MRMA. Director Clark confirmed Commissioner Ruff's question that we negotiated this payment and that this will not be an issue with PDRMA; as we are spreading the risk over 300+ park districts compared to the 3 districts. The motion was approved by a roll call; the result follows:

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

NAY: None

ABSENT: None

Motion passed.

The Board reviewed the previously distributed Approval of Revisions to Personnel Policy Manual. Commissioner Ruff moved, and Commissioner Gould seconded that the Board of Park Commissioners approve the Revisions to Personnel Policy Manual. The motion was approved by a voice vote; the result follows:

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

NAY: None

ABSENT: None

Motion passed.

The Board reviewed the previously distributed approval for Park Property Encroachment. Commissioner Gould moved, and Commissioner Petricca seconded that the Board of Park Commissioners approve the Park Property Encroachment. Superintendent Holer answered questions from Commissioner Gould and Ruff; he confirmed that this is the same agreement as the last one we've done. The resident wants to put a new fence 18" on to our property. The agreement is for 5 years with an automatic renewal for another 5 years but would have to reapply through this same process after 10 years. If the resident moves the new owner would have to reapply and could be turned down, this was all under advisement by Andrew Paine. The motion was approved by a voice vote; the result follows:

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

NAY: None

ABSENT: None

Motion passed.

The Board reviewed the previously distributed Approval of Executive Director employment agreement. Commissioner Ruff moved, and Commissioner Petricca seconded that the Board of Park Commissioners approve the Executive Director employment agreement. The motion was approved by a roll call; the result follows:

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

NAY: None

ABSENT: None

ABSTAIN: Jennifer Rogers

Motion passed.

The Board reviewed the previously distributed approval for 2024 IAPD Annual Meeting Delegate/Alternates Credentials Certificate. Commissioner Gould moved, and Commissioner Petricca seconded that the Board of Park Commissioners approve the 2024 IAPD Annual Meeting Delegate/Alternates Credentials Certificate. Director Clark explained that this is for the Illinois Association of Park Districts (IAPD) Annual Business meeting, their bylaws require representation of delegates, this certificate is required to notify them who our representative is. Commissioner Ruff agreed to be the delegate, in coming Executive Director Ben Rae agreed to be the alternate and Commissioner Sammons offered to be the 2<sup>nd</sup> alternate. The motion was approved by a voice vote, the result follows:

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

The Board reviewed the previously distributed Approval of the Palatine Concert Band Agreement. Commissioner Rogers moved, and Commissioner Ruff seconded that the Board of Park Commissioners approve the Palatine Concert Band Agreement. Commissioner Rogers asked for clarification of the difference from the previous agreement; Assistant Superintendent Palmer explained that the original agreement had a \$3,000 stipend, but after assessing the in-kind services it was decided to reduce the stipend to zero and continue to offer the in-kind services while they provide free concerts for us. The motion was approved by a voice vote; the result follows:

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

#### Departmental Reports

The Park Board reviewed the previously distributed written District Services & Projects department report. Superintendent Eckelberry shared the following highlights from her report; the multi-cultural lunch and learn which included a presentation about the Diversity, Equity and Inclusion (DEI) committee to explain the value of this will bring to the district and to help recruit members for the committee; it was a lot of fun with great food. We also had a benefit and wellness fair last week where we had all our benefit providers on site and available for questions. Recruitment was busy filling positions for the parks department and Superintendent of Recreation, IT was busy with phase 2 of the door access system which included internal doors, phase 3 will start in 2024; in addition, IT was working on trends for Avaya phone system, the average phone calls for all district locations is over 450 calls a day. Risk Management was busy getting ready for the October 30th Park District Risk Management Agency (PDRMA) visit. Communication and Marketing is excited to roll out the new program guide which has a different look, feel and layout, expected to hit the resident's mailbox by November 27th; website testing and training is scheduled for the end of November, a presentation and link for beta testing should be available in early December. Community Outreach Coordinator, Mariana Uriostegui, attended 5 events during the month of October. The Palatine Park Foundation did not meet in October have decided not to meet in November with Dutch being out, the next meeting is planned for December at Heng Wing.

The Board reviewed the previously distributed written Recreation department report. Superintendent Danz started her report with the Howl-O-Ween event which had 58 dogs attend this year, our dog events have been down a little, but the Halloween event had 600 in attendance, event was full with a waitlist, the format done in rotating groups works really well. CARE finally removed kids from the waitlist, so numbers are up from September. Harper swim programs are doing great with enrollment up 32% from last year.

Jessica is doing a great job at Harper. Tiger Sharks as heard from the Annual Swim Team Report; they are doing great. Youth volleyball program is up; basketball, grades 3<sup>rd</sup>-8<sup>th</sup>, is down 3 teams compared to last year. Danz also mentioned a new program, Ultimate Ninja, which is located in Glenview, program is going great as we have 98 kids enrolled; Gymnastics is also doing well with the team slowly coming back for both boys and girls.

The Board reviewed the previously distributed written Summer Evaluation report. Superintendent Danz reported that summer was a huge success, with an increase in every category; early childhood looks low due to the sports kids' programs being moved to athletics, that decreased early childhood numbers by 383. Gymnastics and camps; sports camp was rebranded to offer half days; the 2<sup>nd</sup> half was a nerf camp that was well attended. This also worked out great for staff that needed to work half days due to their schedules. Commissioner Gould asked about the Signature Cheerleading program; Danz confirmed that they do not cheer at PAFA games; they are a competitive team. Danze continued her report with the Harper swim lessons which had a 20% increase over the summer; the sports camp had 555 participants, an increase from 247 in 2022; summer pickleball leagues had 92 participants; fishing did well this year, last year we had no enrollment. We are looking forward to the Olympics this year as that always brings more participants to the programs; PAFA cheer is at its highest enrollment since 2017. Cultural Arts had a great year with the Sounds of Summer concerts which terrific attendance, the youth theater camp was a success with more than 40 cast members and 500 audience members for production of the Disney Descendants. Danz closed her report with total participation this year, which is up 1,400 from last year.

The Board reviewed the previously distributed written Executive Director Report. Executive Director Clark reported that staff has been busy with the budget process, he's very proud of staff for staying diligent and that the trend continues to be in a positive direction from a budget standpoint as well as the capital plan. Tomorrow morning, we will have our Fall All Staff meeting, which is a review of updates and changes to policies, staff, parks, and amenities in addition to department highlights. Clark has also been focused on the MRMA to PDRMA transition, the director of PDRMA will be sending a service agreement for the pre-membership training and services that we will have use of prior to our April 1, 2024, membership effective date. This past Monday Clark and staff met with Bill Hooker of PDRMA to finish the facility tours and discussion of risk and pool safety; everything is going well. Clark is also working on staff performance appraisals which will be done before he leaves on November 30<sup>th</sup>; he met with incoming director Ben Rae yesterday to get him up to speed. They will meet again next Thursday with Reid at the Village to go over some intergovernmental agreements. Commissioner Gould asked about adding more signage due to the issues with PAFA; Clark acknowledged that that there has been a pattern with PAFA which he has discussed with their leadership. Clark also suggested these incidents and history be discussed with PAFA at their end of the year meeting; he feels that they need to be part of the solution and once we have the written agreement in place it will be easier to enforce. He also suggested that we become more proactive with the code of conduct which the parents should be required to sign.

#### Commissioner Reports/Future Agenda Items

Commissioner Rogers thanked Commissioner Ruff for leading us through the Executive Director search, keeping them organized and on point.

Commissioner Ruff said that there were a lot of people at the Halloween event, and everything ran smoothly. He also asked about the efficiently meeting. Director Clark explained that the committee has been formed, the resolution was passed and filed; he also confirmed that he has kept in touch with the residential committee members. He will send them an email to introduce Ben, but we are in good shape.

Commissioner Sammons agreed with Commissioner Rogers; Commissioner Ruff did a great job on leading them through the Executive Director search. It was a very rewarding process. He also thanked the facilities department for the Thursday morning early bird slot.

Commissioner Petricca stated that he was impressed with the Halloween party and how organized it was.

Commissioner Gould was thankful for her award and said that she didn't expect to be here for 30 years. She shared that she only ran for the board because she was against a referendum that was on the ballot, she did not expect to win and was very surprised to hear that she did. The referendum passed, she was elected and is still here with 2 more years to go.

Executive Session

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

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

NAY: None

ABSENT: None

Motion carried at 5:16 pm

Return to Open Session

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

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

NAY: None

ABSENT: Jennifer Rogers

Motion carried.

Action on Matters Considered in Closed Session

Regarding Section 2(c)(5) Open Meetings Act discussion of the acquisition or lease of real property for the use of the District. President Sammons said that there is no action at this time.

Adjournment

There being no further business to come before the Park Board on this date Commissioner Gould moved that the regular meeting be adjourned. Commissioner Petricca seconded the motion which was unanimously approved by a voice vote as follows:

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

NAY: None

ABSENT: Jennifer Rogers

Motion carried at 6:38 p.m.

Respectfully submitted,

Lisa Allie  
Park Board Secretary

Attest:

Approved:

Lisa Allie  
Secretary

Greg Sammons  
President

<b><u>2023 Park Board Meetings</u></b>		
	November 28, 2023	
	December 12, 2023	
<b><u>2024 Park Board Meetings</u></b>		
January 9, 2024	May 14, 2024	September 10, 2024
January 23, 2024	May 28, 2024	September 24, 2024
February 13, 2024	June 11, 2024	October 22, 2024
February 27, 2024	June 25, 2024	November 12, 2024
March 12, 2024	July 9, 2024	November 26, 2024
March 26, 2024	July 23, 2024	December 10, 2024
April 9, 2024	August 13, 2024	
April 23, 2024	August 27, 2024	