



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  
April 25, 2023, at 5:00 p.m.



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

Commissioners Present

Commissioners Absent

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

Staff Present

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

Approval of Agenda

Commissioner Ruff moved and Commissioner Petricca seconded that the agenda be approved. President Gould asked if there were any changes; Secretary Allie asked about adding a closed session and Commissioner Ruff confirmed that we need to add a closed session. By a voice vote, the agenda for the regular meeting of April 25, 2023, was approved as amended.

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. President Gould asked if there were any questions or changes; in response to Commissioner Sammons question Director Clark explained that the statute sets the language of the ordinance, and the exhibit is updated with the current changes. By a roll call vote, the following items on the consent agenda were approved: Regular Meeting Minutes of April 11, 2023, Closed Meeting Minutes of April 11, 2023, Ordinance #23-03; Surplus of Property, Approval of Warrant #8 and March 2023 Financial Report. The result of the roll call vote follows:

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

Visitors and Citizens Comments

No comments were presented.

## Presentation

Superintendent Nagle introduced John, Rachel and Katie to present the Falcon Park Annual Report. John Wilhelm, Falcon Park Manager, Katie Lynn, Assistant Falcon Park Manager and Rachel Lara, ICompete Coordinator introduced themselves; Wilhelm stated that 2022 was a great year at Falcon Park and the 12<sup>th</sup> year of operation and continued his report with the expansion of rentals and a return to large community events. Wilhelm also mentioned that drop-in programming is back to pre-2020 levels, the School's Out Fun program expanded with 4 additional days which reached capacity each day. Wilhelm also talked about the private rentals for basketball and club volleyball that brought in the bulk of the revenue for the gym which was \$40,000 for 2022; the 3-year average is at \$30,000. Falcon Park's greatest asset is the turf which is always busy brought in \$128,000 revenue; the current 3-year average is \$89,000. The drop in programming has become essential with the flexibility it offers; the total revenue was \$38,000. President Gould asked about offering a monthly pass; Wilhelm said that we do something similar with the 10-punch pass and that he would also look at a monthly pass option. Lynn continued the annual report with programming; recreational volleyball returned to the original format last year with steady participation they had just over \$4,000 in revenue; pickleball also returned to its full format which generated \$7,400. Lynn continued with room rentals; birthday party packages were the most popular with a total of 362 rentals which generated \$72,400; Schools Out Fun program expanded 4 additional days with 168 participants and \$10,000 in revenue and had 13,000 walkers use the track last year. Wilhelm mentioned that Falcon Park was finally fully staffed which contributed to the successful year and continued to report on the projects and accomplishments; new lobby furniture, carpet replaced with vinyl in the gym, refinished banquet room floor and some paint projects. Lara next spoke about the ICompete program with mention of the recent fire that displaced 72 families and thanked the Park District for helping with that crisis. Lara referred to page 12 of the report which details the programs and services offered which are often identified through requests from the community. The programs are held at ICompete to offer wraparound services; this park district pays a rental space fee for the gymnasium so the numbers for the dance programs are low due to the limited gym space. Lara continued with the special events which included a new event with the United Way Thanksgiving Dinner provided 500 free meals went to families in the community. Some highlights of the year was the Young Professionals Board which hosted their first fundraiser and brought in approximately \$10,500. They also worked with Celtic Soccer and were able to offer payment plans for families with around 40-50 participants registered each season. Lara also mentioned the Furter Leaders program for 12-14-year-olds that will be permanent volunteers and hopefully turn into future staff. Wilhelm finished by thanking the Board for the vision of Falcon Park. Commissioner Rogers asked if the discount days Lara mentioned were also eligible for the Scholarships or Foundation Grants programs; Lara explained that this is one of the challenges mentioned in the annual report. Some of the families are unable to provide all the documentation requested with the Scholarship Program. Lara is working with Superintendent Nagle and Coordinator Orr to discuss the roadblocks for these families. Clark asked Lara about the specific paperwork that's causing problems; Lara stated that some people rent bedrooms and are unable to provide required documents so they are looking at options for paperwork that could be used from the school or a caseworker.

Dave Tofilon, President of Palatine Celtic Soccer Club introduced himself and presented his report starting with 2021 the year they came back from COVID, 2022 they exploded and 2023 is on pace to eclipse last year. The Celtic Cup was awesome with 311 teams; 100 of them from out of state which is great for the local hotels and restaurants; the revenue was \$70,000 which helps make their turf payment. The Celtic Cup provides a great high quality local tournament for Palatine and the surrounding communities. Tofilon mentioned the house league which runs in the fall and spring; this spring they had 820 players sign up which is a 23% growth on just the spring registration-the largest numbers they have ever had. The various programs run from 4-year-olds through 18; for fall they will have new divisions. The 7<sup>th</sup> and 8<sup>th</sup> grade years have struggled to create competitive recreational boys' and girls' leagues, so they have decided to change with the new school alignment which combines 6th-8th grade for the U14 level. Their 2nd annual charity golf outing at Palatine Hills Golf Course raised \$15,000 this helps POC families; they have been able to cover

the cost for 10 Full-Time travel players and they also created a new board position to work with POC and help bring soccer to the kids, making it as easy as possible for them. Tofilon continued with highlights from the Travel League which has 670 kids signed-up for tryouts; they haven't seen these numbers in about 15 years. He also mentioned the great facilities and the addition of 8 new coaches they hired this year; they believe that community club is the future of soccer in this country which is starting to show in the 12 months their growth which is great but unsustainable. In closing Tofilon mentioned their 2007 girls' team that went to Las Vegas and won the Mayors Cup, 1 of the top 5 tournaments in the country. It was a great experience; he's very excited about the future. The new Director, Andy McDermott, has been with them for 15 months and has taken this to a whole new level.

#### New Business

The Board reviewed a previously distributed written request pertaining to the Approval; Celtic Cup Special Permit Request. Commissioner Ruff moved, and Commissioner Sammons seconded that the Board of Park Commissioners approve the Celtic Cup Special Permit Request. President Gould asked if there were any questions for Dave; Commissioner Rogers asked if there are any changes for this year. Dave confirmed everything is the same with the goal of keeping it around 300 teams and the fields at Palatine High School, Celtic Park, and Hamilton; the other fields will only be used if needed. The motion was approved by voice vote; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

#### Departmental Reports

The Park Board reviewed the previously distributed written Facilities Department Report. Superintendent Nagle reported that staff have been working on space needs and met with a consultant, but still working out some concepts and ideas; hope to have the 2nd workshop meeting in the next month or so. Stables are doing well; the lessons are full; horse shows are going great, and the summer camp programs have already filled. Cutting Hall has had a good mix of park district programs, performances, and rentals; recently had a corporate rental for a training session, also a Festival of Music group that brought in junior high musicians from all over for a competition and another group that had a 2-day special show for elementary school kids. Commissioner Petricca mentioned the check in process at the golf course seems to be an issue; Nagle explained that they are transitioning to new software and procedures which requires them to re-register all households and slows things down; Manager Hotchkin says that they are making progress and have been in constant contact with tech support. Commissioner Ruff asked if they could get the next space needs meeting set soon so that the board can get it on their schedule. Commissioner Ruff also asked about the fitness equipment for the Senior Center; Nagle stated that they have reached out to fitness vendors and have heard that they may have some surplus equipment to donate; also have an onsite visit planned for the upholstery repair with an estimate at \$500. They have a possible piece available in the next 4-6 will for \$300 but will need to be looked at before purchasing as it is surplus equipment.

The Board reviewed the previously distributed written Finance Department Report. Superintendent Costello started with restating his excitement with having Sonia join the Finance Team; it's been refreshing to have a collaborator work on the financial reports; she has made a definite impact. He also reported on the first day of summer registration which had over 2,400 registrations-an increase of 35% over last year: in addition to 136 memberships. It's a testimony to the work that District Services is doing on the website; it will be well worth the money that we are investing as most of the registrations are being done online. Costello continued with the trimester operating results that are focused on just the month-to-month operations excluding items that are covered in the finance book. Costello stated that he'd like to invest more money in the market with the 5% plus returns, but there is a slight set back with the property

taxes: he was expecting money from the first property tax bill to come in April. He has been unable to get any answers as to what the slowdown in receipts from the county is; hoping it will show up in May. Commissioner Sammons asked about item 3E, the March Financial Report, of the Consent Agenda; Costello explained that the financial book he introduced last month is new but it's part of the overall finance report that he wants to augment that with information about bonds and treasurers report. President Gould asked if Commissioner Sammons would prefer to have the report separated out from the consent agenda to discuss further. Commissioner Sammons stated that was not necessary; he was asking as he doesn't remember seeing the report before; also said that it's an excellent report, very clear and concise.

The Board reviewed the previously distributed written Parks and Planning Department Report. Superintendent Holder started his report with the trades manger position; they have scheduled 4 interviews with the first rounds this week; the horticultural 1 position has been filled with an in-house candidate, Caroline Philbin, that has been a part-time employee for the last 3 years and will be starting full-time next week. The paving bid opening is this Thursday; should have the award recommendation for the next board meeting; the trail crossing off Smith Road going into the forest preserve is under contract. Holder spoke with Matt Barry at the Village as the project is being spearheaded by the Village; they are under contact; as a reminder this is an IGA with the Village of Palatine and Cook County Forest Preserve- Cook County is paying 50% and we will split the other half with the Village of Palatine. This will be a nice crossing with a safer entry way for users to enter the forest preserve. Holder gave details of trail location in response to Commissioner Sammons question. Holder continued with updates on the work of the various crews which have been busy working on their spring work activities. President Gould and Commissioner Ruff asked about the lights at Hamilton baseball fields which were on at 12:00 pm today and 10:00pm last night. President Gould also mentioned that lighting detector went off last week when there was no storm or lightning detected for 47 miles. In response Holder stated that the lights are supposed to turn off at 10:00 pm; he will check the schedule settings and said that there have been issues with the lighting detection system, so he believes it was due to testing the detectors. He has advised the affiliate groups and has a notice on our website. President Gould also asked Holder about the email she sent him regarding the kids using the bathroom at Virginia Lake; Clark stated that we did not have any scheduled or permitted use so we will try see to who the kids are and why they were there; it could have been a school function or CARE kids.

#### Executive Director's Report

The Board reviewed the previously distributed written Executive Director's Report. Director Clark started with the onboarding sessions for the Affiliate, Parent Group and Special Interest Group (APG-SIG); the first session was well attended with almost 20 people and the second session was mostly staff; both sessions went well with positive feedback. The sessions have been recorded so that an FAQ document can be created; the last 2 sessions will be this week. We will then be ready to launch the program and start accepting applications. Clark continued with the Harper IGA for building M that Superintendent Danz has been working on which is up for review due to terms of the original agreement. Clark has added language to the agreement regarding the capital fund that we contribute to; the changes will be added to the updated draft and hopes to have the IGA renewal to the board in May for review and approval. The other discussion with Harper regarding the court project might be back on the table for a full joint co-operative with them. Per Harper's request Clark is putting together a proposal and a draft addendum to the current IGA being worked on. Next week marks the end of our fiscal year trimester 1; staff are busy updating their progress reports; we should be ready to present the report next month or early June. Clark is also working with Andrew Paine on the Middleton properties and the library district IGA on acquisition of the Clayson House. His meeting with Mary Beth Canty's Chief of staff has been rescheduled for next month.

#### Commissioner Reports/Future Agenda Items

Commissioner Sammons mentioned that he was at a work lunch catered by Relish which was very good; he also attended the tasting at the golf course which was also very nice.

President Gould shared that she and Commissioner Rogers attended the League of Women Voters social hour last Friday; it was very nice to meet the women in different phases of various government. Marg Duer from the Village, the library trustees and the new Mayor of Rolling Meadows were also there. It was a great event.

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)(1) Open Meetings Act authorizes only closed session discussion of the appointment, employment, compensation, discipline, performance, or dismissal of "specific employees" of the public body. Commissioner Sammons supported the motion. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried at 5:58 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 Rogers 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 7:11p.m.

Action on Matters Considered in Closed Session

Regarding Section 2(c)(1) discussion of the appointment, employment, compensation, discipline, performance, or dismissal of "specific employees" of the public body. There is no action 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 Petricca 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 7:11 p.m.

Respectfully submitted,

Mike Clark  
Park Board Secretary Pro-Tem

Attest:

Approved:

Mike Clark  
Secretary Pro-Tem

Susan Gould  
President

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