



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 28, 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
Mike Clark, Executive Director
Steve Nagle, Superintendent of Facilities

Josh Ludolph, Asst. Superintendent of Facilities
Jim Holder, Superintendent of Parks & Planning
Amy Vito, Asst. Superintendent of Parks & Planning
Donelda Danz, Superintendent of Recreation
Colleen Palmer, Asst. Superintendent of Recreation

Visitors and Citizens Present

Ben Rea, Incoming Executive Director
William Van Giesen, Resident

Public Hearing concerning the intent of the Board to sell not to exceed \$1,815,000 General Obligation Limited Tax Park Board

President Sammons opened the Bond Issuance Notification Act hearing to receive any comments relative to the District's proposal to sell not to exceed \$1,815,000 in Limited Park Bonds. All persons desiring to be heard on this matter will now have an opportunity to present written or oral testimony to the Board of Commissioners. These proposed bonds are to be issued for the purpose of maintaining, improving and protecting the existing land and facilities of the District and for the payment of the expenses incident thereto. Before we take any testimony from the public, would any Board of Commissioners member like to make any comments regarding the proposal to issue not to exceed \$1,815,000 of Limited Park Bonds, the Board of Commissioners did not provide any comments. President Sammons asked if there are there any residents or members of the public here this evening that wish to provide oral or written testimony concerning the proposed issuance of Limited Park Bonds, the Board of Commissioners did not receive comment from residents or members of the public. President Sammons asked Director Clark and Secretary Allie if any comments were received in the office, no written or other type of correspondence regarding the proposed issuance of Limited Park Bonds were received. President Sammons thanked everyone for participating and with all persons desiring to be heard given an opportunity to present oral and written testimony regarding the proposal to issue the Limited Park Bonds, I will now entertain a motion to adjourn the hearing. Commissioner Ruff moved and Commissioner Gould seconded the motion that the Hearing be adjourned. President Sammons concluded that the Bond Issuance Notification Act hearing is now finally adjourned.

Public Hearing concerning the Adoption of the 2024 Budget and Appropriations

President Sammons opened the 2024 Budget and Appropriations hearing prior to the adoption of an ordinance (#24-01) which sets forth the budget and made appropriations of sums of money for the necessary expenditures of the Palatine Park District for corporate purposes for the fiscal year beginning January 1, 2024, and ending December 31, 2024. Notice of Availability of Proposed Annual Budget for 2024 was posted to the Park District website on Saturday, November 25, 2023, and published for public notice on Saturday, November 25, 2023, with the Daily Herald.

The public hearing is now declared open. The floor is open to questions or comments for the Board: Commissioner Rogers asked to have the December 13, 2022, date corrected for the future. The floor is open to questions or comments from the audience; also, asked if there were questions or comments prior to tonight's public hearing: no questions or comments were received. President Sammons said that if there are no questions, the public hearing can be declared closed.

Approval of Agenda

Commissioner Ruff moved and Commissioner Gould seconded that the agenda be approved. Commissioner Rogers stated that she would like to remove items 7B and 7E under New Business to be considered at a later date. By a voice vote, the agenda for the regular meeting of November 28, 2023, was approved as amended.

AYE: Jennifer Rogers, Susan Gould, Joe Petricca, Terry Ruff, 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 Rogers moved and Commissioner Ruff 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 November 14, 2023, Closed Session Minutes of November 14, 2023, Warrant #22 and Ordinance #23-05; Surplus of Property. The result of the roll call vote follows:

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

Visitors and Citizens Comments

None

New Business

The Board reviewed the previously distributed recommendation for the Clayson House Property Transfer. Commissioner Ruff moved, and Commissioner Petricca seconded that the Board of Park Commissioners approve the Real Estate Purchase and Sales Contract for the property located at 224 E. Palatine Road aka Clayson House as presented. The motion was approved by a roll call; the result follows:

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

The Board reviewed the previously distributed recommendation for a one-year extension of Lauterbach and Amen’s 2023 audit. Commissioner Rogers moved, and Commissioner Ruff seconded that the Board of Park Commissioners approve the contract for Lauterbach and Amen to conduct an annual audit of the District’s finances under a one-year extension for \$26,400. The motion was approved by a voice vote; the result follows:

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

NAY: None

ABSENT: None

Motion passed.

The Board reviewed the previously distributed recommendation for a Pre-Membership Service Agreement with Park District Risk Management Agency (PDRMA). Commissioner Gould moved, and Commissioner Ruff seconded that the Board of Park Commissioners approve the Service Agreement with PDRMA as presented. Director Clark confirmed membership begins April 1, 2024, and that this agreement is effective immediately for services prior to April 1st. The motion was approved by a voice vote; the result follows:

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

NAY: None

ABSENT: None

Motion passed.

The Board reviewed the previously distributed recommendation for Piper Sandler to place General Obligation Bonds. Commissioner Rogers moved, and Commissioner Gould seconded that the Board of Park Commissioners approve the contract with Piper Sandler for \$6,000 to act as its exclusive representative to assist in structuring and placing general obligations bonds of \$1,815,000. The motion was approved by a roll call; the result follows:

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

NAY: None

ABSENT: None

Motion passed.

The Board reviewed the previously distributed Resolution #23-16; recognition of Michael Clark’s employment of 12 years. Commissioner Ruff moved, and Commissioner Rogers seconded that the Board of Park Commissioners adopt Resolution #23-16 for recognition of Mike Clark. The motion was approved by a voice vote, the result follows:

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

NAY: None

ABSENT: None

Motion passed.

Departmental Reports

The Park Board reviewed the previously distributed written Finance department report. Superintendent Costello started with a recap of the Turkey Trot which was a great step forward with having a third-party registration process through Run Sign-up; was also a benefit to staff. The event was up 30% from last year with almost 1,900 runners. Costello also reported on the second half of the 2022 tax levy; this week the District will begin receiving funds, but will take at least 3 months to collect the full amount of \$7.5MIL. He

also mentioned the distribution of 1.2MIL for bond payments. Discussion ensued about the 44% increase of refunds and the 38% decrease of revenue refunds; Costello will confirm those figures.

The Board reviewed the previously distributed written Facilities department report. Superintendent Nagle gave an update on capital projects and the increase of facility use over the Thanksgiving Holiday. The Golf Course is closed for the season but will be open to dog walkers starting this Friday. Nagle closed his report with the mention of Assistant Stables Manager, Anna Van Gilder, being named Horse Person of the year by Northern Illinois Hunter Jumper Association (NIHJA).

The Board reviewed the previously distributed written Parks and Planning department report. Superintendent Holder reported on the completion of both playground and paving projects, waiting for completion of inspections before we make the final payment. Sycamore Tennis project is on hold until Spring; Smith Road trail crossing has finally been started with hopes to pave this Thursday. Holder closed his report with an update on work the crews have been doing to prep for the winter season.

The Board reviewed the previously distributed written Executive Director Report. Executive Director Clark started his last report thanking the board members for this opportunity, which was the pinnacle of his career. He leaned a lot and accomplished a lot with the board. He also thanked the staff for their dedication and embracing his vision; everyone should be proud of their efforts and the impact they make. It's been an honor and privilege to serve as Executive Director of this wonderful, well respected park district. He and his family are looking forward to next the chapter; he wishes everyone nothing but the best moving forward.

Commissioner Reports/Future Agenda Items

Commissioner Rogers thanked Director Clark for his 12 years of service and thanked the staff for Turkey Trot; she appreciates everyone working on the holiday.

Commissioner Ruff thanked Mike for all his hard work. Turkey Trot was fantastic, he liked being in front of the building; worked out nice. He also mentioned the new catalog; asked about how much we're saving with the combined catalog. He has concerns of people throwing it away and not keeping it for spring. Clark stated that this is a pilot program; we will get feedback and look at the metrics. Eckelberry added that there will be a separate camp guide and spring mailings. Ruff remembers agreeing to this but when he received the catalog it got him thinking and he wanted to share his concern.

Commissioner Sammons likes the look of the new catalog look; the layout looked cleaner and easier to read. He thanked Mike for his service, it's been a pleasure working with him the last 2 1/2 years and wished him the best of luck. He loves the Turkey Trot and appreciates the staff's efforts.

Commissioner Petricca wished Mike good luck.

Commissioner Gould congratulated Mike and wished him and his family the best.

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 5:46 p.m.

Respectfully submitted,

Lisa Allie
Park Board Secretary

Attest:

Approved:

Lisa Allie
Secretary

Greg Sammons
President

<u>2023 Park Board Meetings</u>		
	December 12, 2023	
<u>2024 Park Board Meetings</u>		
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	