



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  
January 9, 2024, at 5:00 p.m.



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

Commissioners Present

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

Commissioners Absent

Jennifer Rogers

Staff Present

Phil Costello, Superintendent of Finance  
Lisa Allie, Park Board Secretary/Executive Assistant  
Ben Rea, Executive Director  
Sonia Austin, Assistant Superintendent of Finance  
Michelle Eckelberry, Supt. of Dist. Services & Projects  
Dayell Houzenga, Asst. Supt. Of Dist. Services & Projects  
Steve Nagle, Superintendent of Facilities

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

Visitors and Citizens Present

Approval of Agenda

Commissioner Petricca moved, and Commissioner Gould seconded that the agenda be approved.  
By a voice vote, the agenda for the regular meeting of January 9, 2024, was approved as presented.  
The result of the voice vote follows:

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

NAY: None

ABSENT: Jennifer Rogers

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Gould moved and Commissioner Petricca 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 December 12, 2023, Special Meeting Minutes of December 11, 2023, Warrant #24 and Warrant #1. The result of the roll call vote follows:

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

NAY: None

ABSENT: Jennifer Rogers

Motion carried.

Visitors and Citizens Comments

None

### New Business

The Board reviewed a previously distributed board summary pertaining to the approval of PDRMA Resolutions # 24-01, #24-02, Contract and Bylaws. Director Rea advised that documents have been reviewed by attorney Andrew Paine and explained that they are documents needed to establish our membership prior to April 1, 2024. Commissioner Ruff moved and Commissioner Petricca seconded that the Board of Park Commissioners approve PDRMA Resolutions # 24-01, #24-02, Contract and Bylaws. The motion was approved by a roll call; the result follows:

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

NAY: None

ABSENT: Jennifer Rogers

Motion carried.

### Departmental Reports

The Park Board reviewed the previously distributed written District Services department report. Superintendent Eckelberry shared the following highlights from December: the HR Department had 14 new hires and also met with Gov HR regarding the HR comprehensive salary and benefit survey. She was excited to report that our unique facilities will be compared to similar entities instead of other districts that don't have a golf course, stable or theatre. Superintendent Eckelberry mentioned invitations for the Volunteer Recognition Luncheon were mailed last Friday which will be held on February 2<sup>nd</sup> at the Cotillion and starting an hour earlier this year at 11:00. The IT Department received a cybersecurity grant from the IL Dept of Innovation and Technology; they were also busy setting up all full-time staff with emails. Risk Management continued to work on the PDRMA transition, created the 2024 emergency response plan and had safety training for the parks and golf maintenance employees. C&M is working towards a mid-January launch; there have been some issues with the Rec Trac integration. Superintendent Eckelberry also mentioned the Palatine Park Foundation kick off meeting tomorrow night at Heng Wing and invited all Commissioner to attend.

The Board reviewed the previously distributed written Recreation department report. Superintendent Palmer highlighted the following December events: North Pole Express had 270 participants over 2 trips; Santa Paws, You've Been Elfed Delivery, and the Gingerbread House Decorating were all filled and continue to grow. Cultural Arts had some holiday performances with the best attendance numbers since COVID; Palatine Concert Band had 284, Dance had 300, Palatine Children's Chorus and Allegra each had 200 in attendance. Susannah's Gift Benefit Show had over 550 people attend over 3 shows. Superintendent Palmer also mentioned the athletics camps that were offered over the last 2 weeks that went very well.

Commissioner Ruff shared that he heard from someone who attended Date Night and they were upset that the meal was taken away; Superintendent Palmer explained that it's only a 90-minute event, so they decided to focus more on the dancing and activities. The food portion is always a scramble, and half the people don't even eat; the program price has also decreased without the food.

### EDR Report

Executive Director Rea stated that he met with Village Manager Reid Ottesen yesterday and was told that we can move our Board Meetings to Monday night if the board would like to make that change. The intent would be to start the Monday meetings in March so that we can provide 30-day notice of the date change. Director Rea also mentioned that there is a conflict with the Memorial Day meeting so we will consider canceling or holding a special meeting that week if needed. Director Rea asked the Board if they had any concerns or questions; no questions or concerns were expressed. He also gave an update on the Local Government Efficiency Committee; he has reached out to the 2 citizen members to schedule a meeting in March following a regularly scheduled board meeting. The Commissioners all agreed to a March meeting; Director Rea will confirm the date once he has heard back from the citizen members.

Commissioner Gould said that she would like to have a meeting with the Palatine Park Foundation members as they haven't done that for a long time. She would like to hear what their goals are, how the two boards can help each other and get to meet the new members. Director Rea agreed.

Commissioner Reports/Future Agenda Items

No Commissioner reports were given.

Executive Session

Commissioner Ruff requested a motion to close the public portion of the meeting and convene in executive 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 and Section 2(c)(5) Open Meetings Act (discussion of the acquisition or lease of real property for the use of the District). Commissioner Gould seconded the motion which was unanimously approved by roll call. The result of the roll call vote follows:

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

NAY: None

ABSENT: Jennifer Rogers

Motion carried at 5:17 p.m.

Return to Open Session

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

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

NAY: None

ABSENT: Jennifer Rogers

Motion carried.

Action on Matters Considered in Closed Session

Regarding the Closed Session Section 2(c)(1) Open Meetings Act for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District. There was no action at this time.

Regarding the Closed Session Section 2(c)(5) Open Meetings Act (discussion of the acquisition or lease of real property for the use of the District). There was no action at this time.

Adjournment

There being no further business to come before the Park Board on this date Commissioner Sammons moved that the regular meeting be adjourned. Commissioner Ruff 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 5:45 p.m.

Respectfully submitted,

Lisa Allie  
Park Board Secretary

Attest:

Approved:

Lisa Allie  
Secretary

Greg Sammons  
President

<b><u>2024 Park Board Meetings</u></b>		
January 22, 2024	May 13, 2024	August 26, 2024
February 12, 2024	May 27, 2024	September 9, 2024
February 26, 2024	June 10, 2024	September 23, 2024
March 11, 2024	June 24, 2024	October 21, 2024
March 25, 2024	July 8, 2024	November 11, 2024
April 8, 2024	July 23, 2024	November 25, 2024
April 22, 2024	August 12, 2024	December 9, 2024