



REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS OF PALATINE PARK DISTRICT
 Village of Palatine, 200 East Wood Street in Palatine
 Second Floor – Village Room B
 October 28, 2024, at 5:00 p.m.



These minutes are not a verbatim record of what was said during the meeting

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

Commissioners Present

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

Commissioners Absent

Staff Present

Benjamin Rea, Executive Director
 Michelle Eckelberry, Director of District Services
 Dayell Houzenga, Supt. of District Services
 Andrea Fisher, Director of Finance
 Sonia Austin, Superintendent of Finance
 Jim Holder, Director of Parks
 Amy Vito, Superintendent of Parks

Colleen Palmer, Director of Recreation & Facilities
 Katie Waszak, Supt. of Recreation Programming
 Josh Ludolph, Supt. of Recreation Facilities
 Cheryl Lufitz, Communications & Marketing Mgr.
 Lisa Allie, Park Board Secretary/Executive Assistant
 Dan Hernandez, Athletic Coordinator
 Lilly Moreno, HR Coordinator

Visitors and Citizens Present

Andrew Paine, Tressler LLP/Park District Attorney
 Franklin Skorski, Resident
 William Van Giesen, Resident

Approval of Agenda

Commissioner Rogers moved, and Commissioner Sammons seconded that the agenda be approved. By a roll call vote, the agenda for the regular meeting of October 28, 2024, was approved as presented. The result of the roll call vote follows:

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

NAY: None

ABSENT: None

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Sammons 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 September 23, 2024, Ordinance #24-08; Surplus of Property and Warrant #14. Commissioner Gould asked about the number of items purchased for the stables on the warrant and if the stable items on the surplus would be donated. Superintendent Ludolph explained that a lot of fans broke down over the summer, so they had to purchase new ones and Director Rea confirmed that items will be donated where possible, and acknowledged that we've been working with HARPS. The result of the roll call vote follows:

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

Visitors and Citizens' Comments

President Ruff called Spokesperson, Franklin Skorski. Mr. Skorski spoke from his seat.

Frank Skorski: I'm going to take a pass today. I'm still disgusted with how you guys run the park district; your lack of fiscal responsibility, and your accepting a \$2,000,000 override on the cost to rehab something that only costs \$600,000. What can I say? Hopefully, Trump will get elected, and we'll get some law and order again here in America.

Director Palmer introduced the new Athletic Coordinator, Dan Hernandez to the Board and Director Eckelberry introduced the new HR Coordinator, Lily Moreno to the Board.

New Business

The Board reviewed a previously distributed board summary pertaining to the approval of Resolution #24-14 Truth in Taxation Resolution, Projected Tax Levy. Commissioner Rogers moved, and Commissioner Petricca seconded the motion that the Board of Park Commissioners approve Resolution #24-14 a Resolution providing an estimate for the 2024 property tax levy to be collected in 2025. President Ruff read the Resolution and Commissioner Sammons asked if this was similar to last year; Director Fisher confirmed. The motion was approved by a roll call; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of 03.04.05 Salary and Wage program and the 2025 Salary Range Change. Commissioner Rogers moved, and Commissioner Sammons seconded the motion that the Board of Park Commissioners approve the new policy 03.04.05 Salary and Wage Program and the updated 2025 salary ranges. Director Eckelberry answered Commissioner Rogers & Sammons questions. Commissioner Sammons also stated that he thinks there is a small error in the numbers for the grade 11 quartile midpoint looks a little low; he believes it should be \$147,000.00. Commissioner Gould asked where on the list of positions the caretaker for the Clayson House appeared. Director Eckelberry answered that we no longer have a position at the Clayson House to which Commissioner Gould replied that we need to address this right now; it is her understanding that the Historical Society is in charge of the collections and programming, then the park district is in charge of maintenance of the building. Superintendent Ludolph clarified that he met with the Historical Society last week to talk about transitioning back to having part-time staff in the facility. They are working on getting that done in the next couple of weeks. Commissioner Gould said she hoped it would happen sooner rather than later and gave an extensive history of the house. She also stated that it is one of our jewels and that we really need to take good care of it. It's our responsibility and it's a necessity. The motion was approved by a roll call; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to the approval of a Community Solar Agreement. Commissioner Rogers moved, and Commissioner Petricca seconded the motion that the Board of Park Commissioners approve the 20-year Community Solar Subscription Agreement between the park district and SunCentral LLC. Commissions Sammons asked about the 20-year term and relationship with SunCentral; Director Rea explained that it's two 10-year terms to which either party could choose to exit the agreement, at no cost. We are locking up long-term, so we have space at said solar farm and continue to reap as much of the rebate as possible over that time frame. Director Rea also explained the relationship between SunCentral, ComEd and the park district. The motion was approved by a roll call; the result follows:

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

NAY: None

ABSENT: None

Motion carried.

Department Reports

The Park Board reviewed the previously distributed written District Services Department report. Director Eckelberry shared the following highlights for September: they worked on the first-ever Part-Time staff meeting, which was held on October 15th, this was a training session that received positive feedback. They onboarded 16 part-time staff, hired 2 full-time staff, and started recruitment for the full-time Marketing Coordinator. The sign on Northwest Hwy was completed in October after several proprietary steps in September. Security cameras have been installed throughout the district; we now have new and expanded locations for the cameras at Birchwood, Falcon Park, Community Center, and some preschools. Risk Management updated all evacuation maps at the 3 rec centers and preschools; incident reports were up slightly compared to last year due to the new reporting tool which reports everything. The program guide was the main focus for C&M in September, the 2nd annual winter/spring guide will be going out at the end of November. The E-newsletter continues to be successful with an open rate of 46%. Director Eckelberry also thanked everyone who attended the dedication for Dutch Schultz.

The Park Board reviewed the previously distributed written Finance Department report. Director Fisher thanked the board for the opportunity to attend the IGFOA (Illinois Government Finance Officers Association) and NRPA (National Recreation and Park Association) Conferences. Director Fisher reported that they finished mapping the Paycor system to our General Ledger so that all the wages are coming into the system now; everything has been corrected. Now they just to review the liabilities and make sure everything is posted correctly by year-end to ensure a clean system going into 2025. Our revenues are up 69% compared to 2023, property taxes being a large portion of those revenues. Our investment interest is up almost 3 times higher than what we had in 2023. All idle cash is currently invested in the highest rate of earnings. Expenses are up 29% due to investments in capital projects and payroll. Director Fisher also mentioned the recreation financials and the timing of the property taxes that hit the recreation fund in December so the fund looks off, but it will be clearer at the end of the year.

The Park Board reviewed the previously distributed written Parks and Planning Department report. Director Holder shared that the playground at Meadowlark opened today, they poured the concrete pad underneath the shelter, all pathways have been excavated and they are close to rough grading the entire site. Most of the new curbing in the parking lot has been poured and still waiting for IDOT permit. Director Holder continued with division updates: the horticultural crew renovated the center landscaping bed at Town Square, removed the overgrown plants added a stone wall, and lower growing shrubs. They completed the annual mowing of all 3 reservoirs ahead of schedule and winterized all the irrigation systems. The parks crew inspected both new playgrounds, completed alot of post-season ball field maintenance items, converted 3 fields to 70-foot base paths for older kids, and repaired a stormwater culvert that runs under the trail at Peregrine Park. Trades maintained all the HVAC units, fired up the

boiler at Cutting Hall and completed winterizing all the seasonal facilities, which includes all the public bathrooms, and most of the drinking fountains, except for the major sports complexes; they will be on for another week. The golf course had another strong month with the nicer weather, the POC golf outing on September 2nd was held at Palatine Hills for the 2nd year and raised \$40,000.00. Commissioner Ruff asked about the homemade backstops at Celtic and mentioned that the renters at Eagle have been continuing to drive up the bike path to unload at the shelter. Director Holder said that the nets at Celtic are a winter project he will be working on; the issue with people driving up to the shelter at Eagle was discussed and will be looked into again.

The Park Board reviewed the previously distributed written Recreation and Facilities Department report. Director Palmer shared that September was spent welcoming a new season and participants at our facilities, preschools, and fall programs. Compared to last year the total number of activities, rentals, and parties across all 3 recreation facilities was up 32%. Drop-ins and membership check-ins were down which we expect was due to the nicer weather. We also welcomed Cultural Art Manager, Laney Haupert, who will be at the next board meeting. Director Palmer also referred to the Sounds of Summer report attached to the board packet; this year's concerts brought some of the largest numbers we've seen in years with over 22,000 attendees. The weather only affected 3 of the concerts and rescheduled 2 of them. In addition, to the crowds, we had great sponsors, activities, and interactions at the tables. Overall, it was a great series thanks to the hard work and collaboration with all our staff and those who came out to enjoy the music.

Executive Director Reports

Director Rea shared that the Halloween party this past Saturday was a well-run, well-attended, event with 663 people in attendance. It was nice to see so many people come and spend part of their day inside, especially with the nice weather. It is truly a staff effort, and he thanked them all for their hard work.

Commissioner Reports/Future Agenda Items

Commissioner Ruff agreed with Director Rea on the Halloween Party and Jeff's party on Thursday was also very nice.

Adjournment

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

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

NAY: None

ABSENT: None

Motion carried at 5:38 p.m.

Respectfully submitted,

Lisa Allie
Park Board Secretary

Attest:

Approved:

Lisa Allie
Secretary

Terry Ruff
President

<u>2024 Park Board Meetings</u>
November 11, 2024
November 25, 2024
December 9, 2024