



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
 March 23, 2026, at 6:00 p.m.

The meeting was called to order at 6:01 p.m. by Commissioner Sammons

Commissioners Present

Greg Sammons, President
 Jennifer Rogers, Vice-President
 Susan Gould
 Joe Petricca
 Michelle Rushing

Commissioners Absent

Staff Present

Benjamin Rea, Executive Director
 Andrea Fisher, Park Board Treasurer/Director of Finance
 Lisa Allie, Park Board Secretary/Executive Assistant
 Michelle Eckelberry, Director of District Services
 Sonia Austin, Superintendent of Finance
 Dayell Houzenga, Superintendent of District Services

Jim Holder, Director of Parks & Planning
 Amy Vito, Superintendent of Parks & Planning
 Colleen Palmer, Director of Recreation Facilities
 Katie Waszak, Supt. of Recreation Programming
 Alex Giannikoulis, Superintendent of Trades

Visitors and Citizens Present

None

Approval of Agenda

Commissioner Rogers moved, and Commissioner Rushing seconded that the agenda be approved. By a roll call vote, the agenda for the regular meeting of March 23, 2026, was approved. The result of the roll call vote follows:

AYE: Jennifer Rogers, Susan Gould, Joe Petricca, Michelle Rushing, 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 Rushing 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 February 23, 2026, and Warrant #2. The motion was approved by a roll call vote; the result follows:

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

Visitors and Citizen's Comments

None

New Business

The Board reviewed a previously distributed board summary pertaining to approval of the Palatine Township Senior Citizens Council (PTSCC) Agreement. In response to Commissioner Sammons, Director Rea explained that this agreement clarifies the responsibilities of the different maintenance tasks and acknowledged that there are some areas needing improvement as we move forward. Commissioner Petricca moved, and Commissioner Rushing seconded that the Board of Park Commissioners approve the license agreement between the Palatine Park District and Palatine Township Senior Citizens Council for a term of 5 years. The motion was approved by a roll call vote; the result follows:

AYE: Joe Petricca, Michelle Rushing, Jennifer Rogers, Susan Gould, Greg Sammons

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the Approval of the Birchwood Flooring Project. Director Holder confirmed that this is for the entire facility, except for the basketball courts and dance room. He also acknowledged Commissioner Gould, who noted that it's a little over budget and explained that they added some rubber flooring in the pool area that is starting to peel and become a trip hazard. Commissioner Rogers moved, and Commissioner Rushing seconded that the Board of Park Commissioners move to award Scharm Floor Coverings, Des Plaines, IL in the amount not to exceed \$91,780.00 for the Birchwood Recreation Center Flooring Project. The motion was approved by a roll call vote; the result follows:

AYE: Michelle Rushing, Jennifer Rogers, Susan Gould, Joe Petricca, Greg Sammons

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the approval of the Updated Conduct Ordinance. Commissioner Rogers proposed changing Section 2.42 to make the entire park district smoke-free except for designated areas; she feels the current language is ambiguous. Discussion ensued on the ambiguity of the current section and the need to confirm the state statute. Commissioner Rushing moved, and Commissioner Rogers seconded that the Board of Park Commissioners approve the updated Conduct Ordinance 26-05 as amended for Section 2.42 to consider the removal of the 15-foot guidelines pending Attorney review. The motion was approved by a roll call vote; the result follows:

AYE: Jennifer Rogers, Susan Gould, Joe Petricca, Michelle Rushing, Greg Sammons

NAY: None

ABSENT: None

Motion carried.

The Board reviewed a previously distributed board summary pertaining to the approval of the Celtic Cup Special Use Permit. Commissioner Rushing moved, and Commissioner Petricca seconded that the Board of Park Commissioners approve Celtic Soccer Club's permit request, which includes amplified sound and permitted fields for the Celtic Cup Tournament during Labor Day Weekend. Commissioner Gould objected to the Celtic soccer tournament due to recurring, unresolved parking and safety issues that overwhelm her neighborhood each year. She shared details of illegal parking, removal of "No Parking" signs, blocked streets that hinder emergency vehicles, and residents losing access to their own street parking for the full three-day event. Commissioner Gould continued, stating that Celtic does not provide parking guidance to visitors, ignores past agreements on park usage, and continues to invite more teams than the area can accommodate. She is also disappointed that Celtic representatives were

not present to discuss solutions and stated that she would not support the tournament without written commitments and concrete steps to manage parking, enforce rules, and address resident safety concerns. Discussion on the need for clear communication and better planning by Celtic continued. Director Rea said that we will follow up with Celtic to request a written plan and will share it with the Board upon receipt. The motion was approved by a roll call vote; the result follows:

AYE: Joe Petricca, Michelle Rushing, Jennifer Rogers, Greg Sammons
NAY: Sue Gould
ABSENT: None
Motion carried.

The Board reviewed a previously distributed board summary pertaining to the approval of PCBS Tournaments Special Use Permit. Commissioner Rushing moved, and Commissioner Petricca seconded that the Board of Commissioners approve the PCBS permit requests, which include amplified sound and permitted fields for the following events: Casey Pohl, Memorial Day Tournament, PCBS Championship Weekend, and Palatine Pride Tournament. Commissioner Gould noted that they have the same problem as Celtic and that these groups need to get a handle on their organizations. Discussion ensued about the similarities and differences between Celtic and the change of location for this year's softball tournament. The motion was approved by a roll call vote; the result follows:

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

The Board reviewed a previously distributed board summary pertaining to approval of the Paid Medical Leave Policy. Commissioner Rushing moved, and Commissioner Petricca seconded that the Park Board of Commissioners approve the Paid Medical Leave Policy as presented. In response to Commissioner Sammons question, Director Eckelberry confirmed that this is becoming an industry standard with many other park districts moving in the same direction. She also shared that this is particularly helpful given the significant turnover in our workforce as many newer employees have not accrued enough sick time when needed. The motion was approved by a roll call vote; the result follows:

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

Department Reports

The Board reviewed the previously distributed written Finance Report. Director Fisher reported that we are transitioning our credit card processor from CardConnect to PayTrac which will save approximately \$14,000 per year and will offer full integration with the existing Recreation software. Staff is excited about the new system, which has been fully baked and tested by other park districts. Director Fisher also provided the following updates from the February Finance Report: a net revenue decrease of \$2.7 million compared to 2025, primarily due to delayed property tax payments; fees and charges are up 10% over 2025, and interest is slightly stronger with an 11% increase due to short-term investments. Bond proceeds are stronger in 2026, with more debt service extension base, and district-wide salaries and benefits reflect expected inflationary increases. She also shared that the current audit is underway, with the final report scheduled for presentation at the May Board Meeting.

The Park Board reviewed the previously distributed written District Services Report. Director Eckelberry mentioned the formation of the Policy Task Force, which is where the recent polices have come from. The Board will continue to see more as the task force continues their review and update the polices in the coming months. Director Eckelberry continued with department highlights including a refresher training for hiring managers, summer recruitment is underway with 244 applicants in February, and there are 3 recruitment events scheduled for March and November. The Volunteer Recognition Luncheon had 111 attendees, and they have begun working on the 2027 event. IT deployed an enhanced email security and completed the security camera project at Palatine Hills. Risk Management had only 18 reports filed compared to 49 during February of last year. Communication and Marketing continue to work with a5 Branding and Digital to finish up the process for the rebrand. We had 63,920 website views in February, the most engaging posts included SpongeBob Rehearsals, Staff Spotlight, Zumba Glow and the Volunteer Recognition Luncheon.

The Board reviewed the previously distributed written Parks and Planning Report. Director Holder provided updates on various projects including the Birchwood boiler inspection and the Falcon and Palatine trail engineering. The Admin Center project went out to bid today, with a pre-bid meeting scheduled for April 7 and the bid opening on April 15. Parks staff cleared out the new Admin building, with a few items remaining that belong to the Rotary. As previously mentioned, Director Holder reminded the Board that the golf course renovation has been delayed to due to permitting time constraints and contractor availability. The plan is to submit for the permit and bid by late April and have a contractor scheduled up for August of 2027. The Parks division completed bridge repairs at the golf course and winter projects. The Horticulture Crew recently cleared aging trees and shrubs near the trails and cleared the creek line, at Cedar Park. The Fleet division has been busy with annual maintenance and Trades has been gearing up for the aquatic season.

The Board reviewed the previously distributed Recreation and Facilities Report. Director Palmer highlighted several updates from February with preparations for spring and summer, seasonal hiring for pools and camps are looking good. Staff prepped for upcoming projects, including furniture selection for the Admin Center, equipment repairs at Falcon, and the flooring work at Birchwood. The boys' and girls' gymnastics teams have both competed in local competitions, earning several team and individual awards. The boys' team also won first at state in their division last weekend. Director Palmer also highlighted some new Special interest classes that included some St. Patrick's themes and Sourdough making classes that have gained traction on social media. Along with some returning classes: Magic Class, Babysitting, and Home Safety. Fitness Center memberships and pass check-ins are up approximately 10% over the last couple of years. Additionally, staff have streamlined the facility usage reports to provide more specific data-driven insights. Director Palmer answered Commissioner questions, regarding the ages of the participants in our gymnastics program, camp counselors and other summer staff positions including recruitment for those jobs.

Executive Director Report

Director Rea shared the excitement regarding the Admin Center moving into the bidding phase. He also highlighted the success of recent events, that he attended. The SpongeBob Musical at Cutting Hall; he is very proud of staff. This was the District's first in-house production, that was well done and very entertaining. Additionally, he attended Tri Your Luck triathlon at Harper College with 41 of the 44 registered participants competing.

Commissioner Reports/Future Agenda Items

Commissioner Gould shared that she will be a sponsor at the Hound Egg Hunt this Saturday. She's hoping for good weather, but it's always a fun event.

Commissioner Sammons was unable to attend the Tri Your Luck Triathlon. He has also missed the last few Foundation meetings but looks forward to getting back in the swing of things soon.

Adjournment

There being no further business to come before the Park Board on this date, Commissioner Rushing moved that the regular meeting be adjourned, and Commissioner Rogers seconded the motion. The motion was approved by a voice vote; the result follows:

AYE: Joe Petricca, Michelle Rushing, Jennifer Rogers, Susan Gould, Greg Sammons
NAY: None
ABSENT: None
Motion carried at 7:02 p.m.

Respectfully submitted,

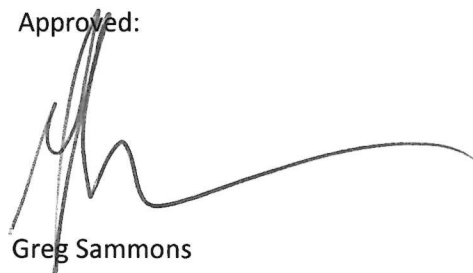
Lisa Allie
Park Board Secretary

Attest:



Lisa Allie
Secretary

Approved:



Greg Sammons
President

<u>2026 Park Board Meetings</u>		
April 13, 2026	July 13, 2026	October 26, 2026
April 27, 2026	July 27, 2026	November 9, 2026
May 11, 2026	August 10, 2026	November 23, 2026
May 26, 2026	August 24, 2026	December 14, 2026
June 8, 2026	September 14, 2026	
June 22, 2026	October 12, 2026	