



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
August 24, 2026, at 6:00 p.m.

The meeting was called to order at 6:00 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

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

Visitors and Citizens Present

Joseph McArthur, Resident

Approval of Agenda

Commissioner Rushing moved, and Commissioner Rogers seconded that the agenda be approved. By a roll call vote, the agenda for the regular meeting of August 24, 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 Rogers 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 August 10, 2026, and Ordinance #26-08 for Surplus of Property. 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

Joseph McArthur said that he attended a meeting with Director Rea earlier in the day and advised him that he was going to drop off a certified copy of the final judgment obtained from the Cook County Clerk's Office. He also provided the certified copy to President Steele, requesting that it be filed against his property. In addition, Joseph provided an updated July version of the Master Intergovernmental Agreement and referenced a petition concerning property encroachments. Joseph shared his upcoming meetings with the City of Rolling Meadows and Commissioner Cam Davis. He also discussed updates from Mr. Pryer of the Natural Resources Conservation Service regarding jurisdiction and U.S. Army Corps of Engineers matter LRC-2024-00584, which he stated is now part of the public record. Joseph further reported a pending PAC appeal concerning MWRD records and stated that he is awaiting a study by Hey and Associates and Clausen White & Associates regarding Plum Grove Reservoir and Peregrine Lake. He stated that approximately \$204,000 was spent on the study and that he has receipts documenting the expenditures.

New Business

The Board reviewed a previously distributed board summary pertaining to the Approval of Commissioner Sammons' travel expense. Commissioner Petricca moved, and Commissioner Rushing seconded, that the Board of Park Commissioners approve travel expenses for Commissioner Sammons to attend the 2026 National Park and Recreation Association (NRPA) National Conference in Philadelphia from September 28 – October 1, 2026. 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 Approval of the 18th Green Renovation Project. Commissioner Rushing moved, and Commissioner Petricca seconded, that the Board of Park Commissioners approve Hollembeak Construction, INC., Big Rock, IL, in the amount not to exceed \$188,785.00 for the 18th Green Renovation Project.

Director Holder answered Commissioner questions regarding the planned improvements to the golf course green, with construction anticipated to begin in August of next year. The project will address the existing slope of the green by making grading adjustments, updating the subsoil and aggregate base, and installing new sod. The bunker will also be relocated closer to the drive due to the limited space in the area, including restrictions associated with the floodway and Army Corps requirements. 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 Finance Report. Director Fisher reported on the district's financial position through July 2026. Net revenue increased approximately 33% compared with 2025, primarily due to property tax revenue from the 2025 levy being received and recognized in 2026. Interest revenue also increased approximately 19%, while capital expenses decreased 66% compared with the prior year. Capital expenses are expected to increase as payment applications and architectural fees for the new administrative center are received. Director Fisher noted a "discrepancy" line item in the district-wide financials, representing an unbudgeted, non-operating expense related to property taxes paid on the 400 South Hicks property. In the Corporate and Recreation Funds, property tax revenue and benefit expenses decreased due to FICA and IMRF being moved to separate funds. The Corporate Fund also

reflects a due-to/due-from transaction with the Debt Service Fund. Recreation fees and charges increased approximately 9%, with increases occurring across more than 80% of programs. Director Fisher stated that the increase may be attributable to higher participation and changes in fees. In response to President Sammons' question regarding sustainability, Director Fisher shared that staff is working on a sustainability initiative focused on allocating direct and indirect costs to programs and categorizing programs by service areas. Staff also met with the Buffalo Grove Park District to learn from its sustainability process and consultant. The district will continue working toward greater financial sustainability and reducing reliance on property tax revenue.

The Park Board reviewed the previously distributed District Services Report. Director Eckelberry shared highlights from July, which included the completion of a comprehensive archival project, digitizing approximately 80 years of Board minutes. The project also included inventories and standardized naming conventions to improve accessibility and research. Staff continues to organize additional historical paper records in preparation for upcoming moves. Director Eckelberry noted several historical discoveries, including that the district's first Board included a woman commissioner and that original drawings for Community Park were located. She also reported that the district received 150 applications for various positions, hired 18 new employees, and recorded 36 volunteer hours. The IT Department completed implementation of the CardConnect payment system in coordination with Finance and is moving forward with Cronofy scheduling and Salto door-access systems. Hamilton Outdoor Bathrooms and Birchwood Preschool doors are among the next locations scheduled for access-control upgrades. Director Eckelberry shared that 107 risk management reports were completed in August. Marketing also released a thank-you video for the Ryan Flanagan Memorial Foundation, produced in collaboration with iCompete. Staff are continuing preparations for the district's logo and rebranding initiative, with an official launch planned for November and a soft rollout of updated name badges, cards, letterhead, and other materials in the coming months. In response to Commissioner Sammons' question regarding the location of historical paper records, Director Eckelberry stated that the records are currently stored in two locations and will eventually be consolidated in a climate-controlled room at the community center. She noted that some records are very old and fragile and that the district is taking steps to preserve them, particularly in light of a fire in the 1970s that resulted in the loss of some records.

The Board reviewed the previously distributed Parks and Planning Report. Director Holder started his report with construction and operations updates; the Birchwood Tennis Court renovation project is complete, and the courts are open for use. The Falcon Parking Lot project is underway, with removals and concrete work progressing. The project includes new curbing, speed tables, ADA drop-off improvements, and permanent stop signs. Paving is expected to follow completion and curing of the concrete work. Work on the trail from Smith Street to Ashwood Bridge may also begin during the week, depending on contractor scheduling. The Administrative Center project is also underway. Preliminary electrical and sprinkler work has begun, with utilities scheduled to be disconnected in preparation for demolition. The demolition contractor is expected to begin work on Wednesday, and a construction fence will be installed around the project area. Director Holder shared that the Parks staff continued preparing athletic fields, cleared sediment from concrete culverts along the Palatine Trail east of Williams Drive, and cleaned structures surrounding the amphitheater. Staff also began expanding Osage Park Field 1 to accommodate a 90-foot baseball base path, including modifications to fencing and netting. The Horticulture Division focused on mowing, turf renovations, watering, trail maintenance, and addressing dead and declining trees throughout district parks. The Police Department completed preventive maintenance on summer equipment and continued outfitting new vehicles. The Trades Division performed preventive maintenance on aquatic facilities and HVAC systems and completed athletic field lighting inspections in preparation for the fall season.

The Board reviewed the previously distributed Recreation and Facilities Report. Director Palmer provided an overview of July activities and reported that the Department was in the midst of a busy summer season. The month included more than 15 special events, including seven Sounds of Summer concerts, with more

than 4,500 attendees. Two additional concerts were rescheduled. The Department also hosted a swim meet and introduced two new events: So You Think You've Got Talent, which was well received by participants and attendees, and SummerWeen, a week-long series of summer-themed Halloween activities, including a movie, pop-in-and-play activities, and a pool party. Three aquatic events were held: the Cardboard Boat Regatta, Christmas in July, and a Zumba Pool Party. The Department also presented three theater events and shows featuring summer camps. Director Palmer noted that the success of the summer programming reflected the collaborative efforts of Recreation and Facilities, Parks, Communications and Marketing, Finance, and other departments. In addition, thousands of children participated in summer camps, including I-Compete, gymnastics, sports, and day camps. Pool attendance increased during the month, with revenues approximately 20% higher than July of the previous year. Director Palmer also welcomed new Early Childhood Coordinator Savannah and noted the departure of Karen, who concluded 23 years of service with the Department.

Executive Director Report

Director Rea shared his excitement regarding the upcoming start of the administrative project and reminded the Board that the meeting schedule includes an additional week between meetings. Director Rea reported that he and Director Holder met with DLA Architects to develop preliminary budget estimates for the projects discussed during the Board's planning retreat. The estimates will provide an overall understanding of anticipated project costs and assist with the future planning process.

Commissioner Reports/Future Agenda Items

Commissioner Gould shared that Heartache Tonight, an Eagles band, which was rescheduled, will be at the amphitheater this Thursday.

Commissioner Rushing asked about the senior bus service and the possibility of incorporating it for underserved kids. Discussion ensued regarding transportation challenges faced by single mothers and children, particularly those without access to a vehicle, and potential ways to facilitate their participation in activities and programs.

Adjournment

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

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

NAY: None

ABSENT: None

Motion carried at 6:35 p.m.

Respectfully submitted,

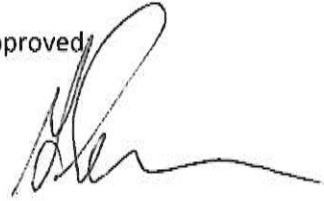
Lisa Allie
Park Board Secretary

Attest:



Lisa Allie
Secretary

Approved:



Greg Sammons
President

<u>2026 Park Board Meetings</u>	
September 14, 2026	November 9, 2026
October 12, 2026	November 23, 2026
October 26, 2026	December 14, 2026