



Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
Alcott Center – Room 24
June 12, 2023

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner and Hetal Wallace.

Staff Present: Executive Director Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Parks and Planning Tim Howe, Director of Recreation and Facilities Joe Zimmermann, Superintendent of Communications and Marketing Mike Terson, Superintendent of Parks Dani Hoefle, and Executive Assistant Beth Wanland.

Attorney David Bloomberg was present.

CALL TO ORDER

Roll Call

President Jacobson called the Regular Board Meeting to order at 6:59 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF THE REGULAR BOARD MEETING AGENDA

Commissioner Wallace moved to approve the Board Meeting Agenda, seconded by Commissioner Cummins and the motion passed with a voice vote.

APPROVAL OF MINUTES

Approval of May 8, 2023 Workshop Meeting Minutes

Commissioner Cummins moved to approve the May 8, 2023 Workshop Meeting Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of May 22, 2023 Workshop Meeting Minutes

Commissioner Wallace moved to approve the May 22, 2023 Workshop Meeting Minutes, seconded by Commissioner Cummins and the motion passed with a voice vote. President Jacobson abstained

Approval of May 22, 2022 Annual Board Meeting Minutes

Commissioner Cummins moved to approve the May 22, 2023 Annual Board Meeting Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote. President Jacobson abstained.

There were no Topics from the Floor discussed.

CORRESPONDENCE

Written and Verbal Correspondence

Executive Director Strojinc said that correspondence in the packet included an article from the Patch on Ryan Risinger's retirement from the Buffalo Grove Park District; an article from the Daily Herald on the demolition of Room 1 at the Alcott Center; an article in the Daily Herald on the Pride Picnic at Rylko Community Park following the Pride Parade on Sunday, June 4; and last there was a *What's Happening?* Calendar of events for the months of June and July.

ATTORNEY'S REPORT

Attorney David Bloomberg said that he planned to speak about the vacancy but it was discussed in the Board Workshop.

COMMITTEE ACTION ITEMS

Approval of Employee Recognition Resolutions

Resolution 23-6-1 Commending Randy Smith on his Retirement

Commissioner Cummins moved to approve Resolution 23-6-1 commending Randy Smith on his retirement, seconded by Commissioner Wallace and the motion passed with a voice vote. Commissioner Reiner asked that the resolution be added to the Workshop minutes.

Resolution 23-6-2 2022 Positive Acts of Safety Award Winner

Commissioner Cummins moved to approve Resolution 23-6-2 awarding Shannon McClure the 2022 Positive Acts of Safety Award, seconded by Commissioner Reiner and the motion passed with a voice vote.

Finance

Approval of June Warrant 2023

Commissioner Cummins moved to approve the June 2023 Warrant in the amount of \$1,191,772.61, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of the May 2023 Year-to-Date Statement

Commissioner Cummins moved to approve the May 2023 Year-to-Date Statement, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of the Administrative Staff Vehicle

Commissioner Cummins move to approve the purchase of a 2023 Volkswagen Tiguan 2.0T SE from Volkswagen of Palatine, 1951 N. Rand Rd., Palatine, IL 60074 in the amount of \$32,750.26 seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of the Janitorial Services Bid

Commissioner Cummins moved to approve to approve the 2023 janitorial services contract for outdoor bathrooms and satellite facilities to Eco Clean Maintenance, Inc., 515 W. Wrightwood Ave., Elmhurst, IL 60126, in the amount of \$46,710.00, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of the Board Travel and Conference Expense

Commissioner Cummins moved to approve the Board Travel and Conference Expense in the amount of \$242.13, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of the Consent Agenda

Commissioner Reiner moved to approve the Consent Agenda as presented, seconded by Commissioner Wallace and the motion passed with a voice vote.

1. 2023/24 Quarters A&B Executive Director Work Plan
2. 2023/24 Quarters A&B Department Goals and Objectives

EXECUTIVE DIRECTOR'S REPORT

Executive Director Strojinc gave kudos to the Uniquely Us team headed by Recreation Supervisor Lindsay Grandt and then Risk Manager Dani Hoefle who planned the Pride Picnic. She said she received a letter from concerned residents which she will address about how the event aligned with the Park District Mission, Vision and Values. She said next year Rylko Park will be under construction during the Pride event and we will need to determine where to hold that event and others. She said Dani will be taking over Randy Smith's position as Director of Parks. She said she has been spending a couple days a week at Emmerich shadowing Randy before he retires. She said they hired Part-Time employee Esteban Gomez as Park Specialist. She said they are considering moving the Risk Management position to the business office and HR Manager Scott Spitz has expressed interest in taking on the position in addition to his current position. She said we are surveying other districts on how they handle their Risk departments. She said the facility engineer position is still open. She said Parks Foreman Steve Houde is retiring at the end of September and we are working on filling his position. She said Part-Time Payroll Specialist Eliza Hollis is retiring and Janet Ventrella, who is handling accounts receivable, is taking over her payroll responsibilities.

She said we are applying for an OSLAD grant for East Rylko Park and are discussing what exactly staff and the community would like to see. She said we have set two community engagement meetings on Monday, June 26 and Wednesday, July 19, both at the Nature Classroom at 6 pm. She said discussions have been held about possibly expanding pickleball and the parking lot, and moving the dog park to this development. She said the current dog park location is problematic for us. She said there have been complaints about residents feeling an electrical current running through there and through their dogs. Commissioner Reiner asked if we would be terminating the ComEd lease at the dog park and Executive Director Strojinc said yes. Commissioner Reiner said he would like staff to evaluate other ways to use the land before we give it away.

Commissioner Cummins asked if Rylko Park East is part of the long-term parks plan or if other parks are being overlooked. He said community needs as a whole should be evaluated. Commissioner Wallace mentioned we need to keep the Cook county side of Buffalo Grove on our radar for park improvements, too.

She said Senator Morrison and Representatives Morgan and Carroll are hosting a meet-and-greet in Highland Park on June 22 and she will be attending. Commissioner Reiner suggested asking legislators for a small tax to be collected and allocated for police safety in our parks. Legislation has been passed in Springfield that allows for this cause. Executive Director Strojinc said she will be attending a webinar on the Local Government Efficiency Committee on June 27. She asked the board to email Executive Assistant Wanland if they are interested in Cinderella tickets. She asked commissioners their interest in summer golf outings. Commissioner Reiner encouraged to use these golf outings to build relationships with staff and members of the community.

DEPARTMENTAL OPERATIONAL REPORTS

Superintendent of Parks/Risk Management Dani Hoefle thanked the energy the commissioners brought to the Pride Picnic event. She thanked Director Howe for onboarding her in her new position.

Director Zimmermann said that he has been looking into a new software that measures attendance at free events in parks and facilities. He said it works on cell phone data. He learned that there were 50,000 visits to BG Days last year, Thursday through Monday. The data was broken down by day, by hour, and where visitors went after the event. The amount of data collected is limitless and can be used by the Park District when planning events in the future.

Director Howe said the demolition of Alcott is moving along well. He said we are out to bid for the Willow Stream South parking lot and the Rylko Park Amphitheater and Spray 'N Play expansion. He said he will bring these recommendations to the board next month.

OLD BUSINESS

Annual Appointments for Fiscal Year 2023/24

Treasurer

President Jacobson appointed Commissioner Wallace as Treasurer for fiscal year 2023/24.

Legal Counsel

President Jacobson appointed the law firm of Chuhak and Tecson with lead counsel of Steven Bloomberg and David Bloomberg for the fiscal year 2023/24.

Executive Director

President Jacobson appointed Erika Strojinc as Executive Director for fiscal year 2023/24.

Commissioner Reiner moved to approve the appointments made by President Jacobson for Treasurer, Legal Counsel and Executive Director of the Buffalo Grove Park District for fiscal year 2023/24, seconded by Commissioner Wallace and the motion was approved with a voice vote.

Staff Appointments for Fiscal Year 2023/24

President Jacobson made the following staff appointments for fiscal year 2023/24:

- Park Board Secretary – Erika Strojinc

- NWSRA Board Representative and Alternate –Erika Strojinc and Joe Zimmermann as the alternate
- PDRMA Representative and Alternate – Dani Hoefle and Scott Spitz as the alternate
- ADA Compliance Officer –Mike Maloney and Jessi Hersman
- FOIA Officers – Erika Strojinc, John Short, Joe Zimmermann, and Beth Wanland
- OMA Officers – Erika Strojinc, John Short, Joe Zimmermann, Tim Howe, Mike Terson, and Beth Wanland
- Assistant Treasurer - John Short
- Finance Compliance Officer – John Short
- Friends of the Parks Foundation Board Member – Erika Strojinc

Commissioner Reiner moved to approve President Jacobson's Staff Appointments for fiscal year 2023/24, seconded by Commissioner Cummins and the motion passed with a voice vote.

President's Liaison Appointments for Fiscal Year 2023/24

President Jacobson appointed the following liaison appointments for fiscal year 2023/24:

- Finance – Commissioner Wallace
- Personnel – Commissioner Cummins
- Policy and Legislation – Commissioner Reiner
- Recreation – Commissioner Wallace
- Public Relations – President Jacobson
- Park Development – Commissioner Reiner
- Ethics Advisor – Commissioner Reiner
- IAPD Key Contact – Commissioner Wallace
- Village Board and Planning & Zoning Commission – Commissioner Jacobson
- Friends of the Parks Foundation – Commissioner Wallace
- Environmental Action Team (EAT) – Commissioner Cummins
- BG Days – Commissioner Cummins

Commissioner Wallace moved to approve President Jacobson's Liaison Appointments for fiscal year 2023/24, seconded by Commissioner Cummins and the motion passed with a voice vote.

NEW BUSINESS

There was no New Business discussed.

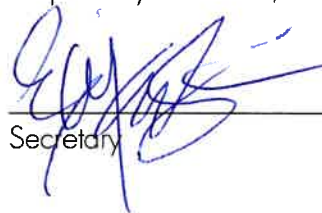
EXECUTIVE SESSION

The Board did not enter Executive Session.

ADJOURNMENT

Commissioner Cummins moved to adjourn the Regular Board Meeting at 8 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectfully submitted,



 Secretary