



Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
Alcott Center – Room 24
July 24, 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 Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland

Attorney Steven Bloomberg was present

CALL TO ORDER

Roll Call

President Jacobson called the Regular Board Meeting to order at 7:40 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.

APPROVAL OF THE BOARD MEETING AGENDA

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

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF MINUTES

Approval of June 12, 2023 Workshop Minutes

Commissioner Wallace moved to approve the June 12, 2023 Workshop Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

Approval of June 12, 2023 Regular Board Meeting Minutes

Commissioner Wallace moved to approve the June 12, 2023 Regular Board Meeting Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

CORRESPONDENCE

Written and Verbal Correspondence

Executive Director Strojinc said included in the packet was an updated *What's Happening?* Calendar of events.

Attorney Steven Bloomberg said he had no report.

COMMITTEE ACTION ITEMS

Finance

Approval of July Warrant 2023

Commissioner Wallace moved to approve the July 2023 Warrant in the amount of \$4,806,891.17, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of the June 2023 Financial Statement and June 2023 Year-to-Date Statement

Commissioner Wallace moved to approve the June 2023 Financial Statement and June 2023 Year-to-Date Statement, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Board Travel and Conference Expense

Commissioner Wallace moved to approve the Board Travel and Conference expense in the amount of \$2,580.00, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Policy and Legislation

Approval of Village and Park District Route 83 Overpass Intergovernmental Agreement

Commissioner Reiner moved to approve the Intergovernmental Agreement between the Village of Buffalo Grove and the Park District for the Route 83 Overpass Bridge in the amount of \$75,000.00, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of the Alcohol, Drugs and Narcotics 1.04 Ordinance Update

Commissioner Reiner moved to approve the Alcohol, Drugs and Narcotics 1.04 Ordinance Update, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of the Fire Ordinance Update

Commissioner Reiner moved to approve the Fire 1.16 Ordinance Update, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Parks

Approval of the Willow Stream South Parking Lot Bid

Commissioner Reiner moved to award the Willow Stream Park South Parking Lot reconstruction project to Abbey Paving and Sealcoating Company, 1949 County Line Road, Aurora, IL 60502 in the amount of \$860,787.90, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Resolution 23-7-3 Rylko Park East OSLAD Authorization

Commissioner Reiner moved to approve Resolution 23-7-3 acknowledging and certifying sufficient Park District funds necessary to complete the pending OSLAD project within the established timeframe at Mike Rylko East Community Park, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Recreation

Clubhouse Field Trip Bus Bid

Commissioner Wallace moved to award the 2023-24 Clubhouse Field Trip Bus Bid to Safeway Transportation, 1030 S. Milwaukee Ave., Wheeling, IL 60090 in the amount of \$399.52 per day per bus for a total of \$22,373.12, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Consent Agenda

Commissioner Reiner moved to approve the consent agenda as proposed:

- 2023/24 Parks Department Quarters AB Goals and Objectives
- Recreation Program Enrollment Statistics

The motion was seconded by Vice President Cummins and the motion passed with a voice vote.

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Director Strojinc said the capital plan and 6 million bond issue has been discussed and thanked Director Short. She said based on the discussion of the Bernard house, staff met with an outside planner to determine how to move forward with the Alcott Center property. She said it is not in the budget now but is something we need get on our radar for the future. It appears the house on the other side of our parking lot is boarded up and there may be an opportunity to purchase it. Director Howe said he will follow through on this. Executive Director Strojinc said staff has a promising interview for the Planning and Development Manager position and she will let the board know how it goes. She said the Village is coming up with an Intergovernmental Agreement to state that the DIA they were asking the Park District sign for Prairie Grove Park will not apply to the Park District. She said the Village has new leadership in the engineering and community development departments and

they are asking for the DIA whereas the previous leadership gave the Park District lenience in regard to DIA's. She said she will send the DIA to the commissioners when she receives it. She said she will be on vacation following this meeting until next Tuesday.

Superintendent Terson said the marketing department staff is doing well. President Jacobson asked how sponsorship is going in regards to BG Days. Mr. Terson said they are close to where we were last year at this time and Partnerships and Communications Specialist Wendy Friedman is doing a great job.

Director Short said he is working on the audit draft and we are on schedule to present it to the Board in September.

Director Zimmermann said he just had 40 parks verified in Placer.ai and he is excited to dive into the data and use it to improve our events and parks. He heard Camping Under the Stars was highly successful and he is excited to look at data from that event as well as our summer concerts. He said the Summer Weddings exhibit at the Museum had a great turnout and *Cinderella* had 700 tickets sold over the weekend.

Director Howe said last week he toured our parks and facilities with the Village and the America in Bloom organization and they loved the parks. They said it was nice to see the Village Public Works department and the Park District working well together. He said one judge loved the Museum and another thought the CAC was over-the-top.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

MOTION TO ENTER EXECUTIVE SESSION

Commissioner Reiner moved to enter into Executive Session at 8:11 pm for the purpose of Imminent Litigation and a Semi-Annual Review of Executive Session Minutes, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

MOTION TO RECONVENE THE REGULAR BOARD MEETING

Commissioner Cummins moved to reconvene the Regular Board Meeting at 8:31 pm, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

**POSSIBLE ACTION TO BE TAKEN FROM
CLOSED MEETING SESSION**

President Jacobson stated that the Board has reconvened the Regular Board Meeting and will take the following action from the Closed Meeting.

Semi-Annual Review of Executive Session Minutes

Commissioner Reiner moved that the following Executive Session Minutes be approved for content and remain closed for public inspection because the need for confidentiality still exists as to all or part of the minutes:

<u>Date</u>	<u>Topics</u>
January 9, 2023	Personnel
January 23, 2023	Six-Month Review of Executive Session Minutes & Personnel
February 27, 2023	Personnel
March 27, 2023	Personnel
April 10, 2023	Personnel

The motion was seconded by Vice President Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of Resolution 23-7-4 Providing for the Destruction of Particular Verbatim Recordings

Commissioner Reiner moved to approve Resolution 23-7-4 providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

President Jacobson stated that there is no final action being taken on the Imminent Litigation discussion held in Executive Session.

ADJOURNMENT

Vice President Cummins moved to adjourn the Regular Board Meeting at 8:33 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectfully submitted,


Secretary