



Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
August 28, 2023
Alcott Center – Room 24
6 pm

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner, 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 David Bloomberg was present.

CALL TO ORDER

Roll Call

President Jacobson called the Regular Board Meeting to order at 7:30 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 REGULAR BOARD MEETING AGENDA

Vice President Cummins moved to approve the August 28, 2023 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 July 10, 2023 Workshop Minutes

Vice President Cummins moved to approve the July 10, 2023 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of July 10, 2023 Executive Session Minutes

Vice President Cummins moved to approve the July 10, 2023 Executive Session Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of July 24, 2023 Workshop Minutes

Vice President Cummins moved to approve the July 24, 2023 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of July 24, 2023 Regular Board Meeting Minutes

Vice President Cummins moved to approve the July 24, 2023 Regular Board Meeting Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of July 24, 2023 Executive Session Minutes

Vice President Cummins moved to approve the July 24, 2023 Executive Session Minutes, seconded by Commissioner Wallace 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 that included in the Board Packet was an article written by Museum Curator Debbie Fandrei that appeared in the Parks and Recreation magazine called "*Using History to Reflect Diversity*"; a Countryside article on National Night Out; and a thank you note from Director of Parks and Planning Tim Howe for the District's support on the loss of his father.

ATTORNEY'S REPORT

Attorney Bloomberg did not have a report.

COMMITTEE ACTION ITEMS

Finance

Approval of August 2023 Warrant

Commissioner Wallace moved to approve the August 2023 Warrant in the amount of \$1,894,883.81 seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

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

Commissioner Wallace moved to approve the July 2023 Financial Statement and July 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

ABSENT: 0

Approval of Ordinance 23-8-1 General Obligation Park Bonds

Commissioner Wallace moved to approve Ordinance 23-8-1 authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Buffalo Grove Park District, Lake and Cook Counties, Illinois, in an aggregate principle amount not to exceed \$8,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting, of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

Approval of Ordinance 23-8-2 Disposal of Surplus Property

Commissioner Wallace moved to approve Ordinance 23-8-2 authorizing the disposal of the Kyocera TASKalfa 6550ci copy machine, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

Approval of Resolution 23-8-1 NWSRA 2023 Funding Assessment

Commissioner Wallace moved to approve Resolution 23-8-1 Northwest Special Recreation Association Funding Assessment in the amount of \$345,757.67 for calendar year 2024, Fiscal Year 2024-25, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

Approval of Resolution 23-8-2 Wintrust Legal Organization to Open Account

Commissioner Wallace moved to approve Resolution 23-8-2 to open Wintrust bank accounts and add signers, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

Approval of Board Travel and Conference Expense

Commissioner Wallace moved to approve the Board Travel and Conference expense in the amount of \$3,146.40, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

POLICY AND LEGISLATION

Board Policy Manual Remote Meeting Attendance Policy Update

Commissioner Reiner moved to approve the Board Policy Manual 8.17 Remote Meeting Attendance Policy update, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

Approval of the Consent Agenda

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

1. 2023-24 Quarter A Administrative Executive Director Work Plan Update
2. 2023-24 Quarter A Goals and Objectives Update
3. Rylko Park Amphitheater Development and Spray 'N Play Expansion Bid Recommendation

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Strojinc said staff has hired a Planning and Development Manager, Laurie Hoffman. She said the Village will be doing water main work in the Rylko Park area after Buffalo Grove Days. She said the contractor is starting on the Route 83 bridge painting on September 11 and there will be sporadic traffic interruptions. The Willow Stream parking lot reconstruction is also starting on September 11 and we will be providing maps to recreation participants on alternate parking options. Adjacent residents will also be impacted and they will be notified of the construction. She said we are working on the Rylko Park rebid and will keep the Board informed. She also mentioned she would like to talk to Commissioner Reiner about ideas she has for the Rusty Reiner fund. She said staff will be at BG Days all weekend starting on Thursday through part of the day Monday. She said there will be kids activities on Saturday and on Sunday there will be an adult bags game and an adult puzzle contest. She said the Dog Show has been moved to the Nature Classroom and the parade is back this year. She asked commissioners to let her know if they would like to march with Park District staff in the parade.

Director Short asked the Board to please stay to sign bank documents before they leave tonight.

Superintendent of Communications and Marketing Terson said he will have an update on BG Days sponsorship next month. He said Google has changed their analytics and he will revise his operational report based on Google's changes.

Director of Recreation and Facilities Joe Zimmermann said that the Fitness Center's attendance for July was higher than any July in the last 10 years. He said August is on target to do the same. He said the new exercise equipment came in and was installed at the Fitness Center. He said Fitness Floor Manager Debra Saper did a great job with the layout and he gave the parks staff a shout out for their help in moving it in. He said he has heard lots of compliments on the new setup. Commissioner Reiner asked about how members can learn how to use the new equipment at the Fitness Center and Director Zimmermann said that QR codes are located on all the machines. Commissioner Reiner said that QR codes may be discriminatory against people with disabilities and asked that staff look into alternative ways to learn to use the equipment. Director Zimmermann said 2,200 people attended National Night Out - the most in the surrounding areas. He said the Aquatics staff won the Spirit Award at the IPRA Lifeguard Games on July 14. He said summer camps ended with over 2,000 participants and Clubhouse has 680 registered with 30 on the waitlist and the numbers are looking strong.

Director Howe said that Prairie Grove Park construction is also starting. He said his staff is heavily involved in BG Days setup.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

EXECUTIVE SESSION

Commissioner Reiner moved to enter Executive Session for the purpose of Personnel at 7:58 pm, the motion was seconded by Vice President Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace
NAYS: 0
ABSENT: 0

POSSIBLE ACTION TO BE TAKEN FROM EXECUTIVE SESSION

President Jacobson announced that the Workshop was reconvened at 8:22 pm and that the Board decided to interview six board applicants for the vacant position. Interviews will be conducted in September 18, 19 and 26. The goal is to name the new board member at an October 23 Special Board Meeting.

ADJOURNMENT

Commissioner Wallace moved to adjourn the Regular Board Meeting at 8:22 pm, seconded by Vice President Cummins and the motion passed with a voice vote.

Respectively submitted,


Secretary