



BOARD OF COMMISSIONERS WORKSHOP
MONDAY, JANUARY 8, 2024
ALCOTT CENTER – ROOM 24
6 PM

WORKSHOP AGENDA

- I. Call to Order
 - A. Roll Call

- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of January 8, 2024 Workshop Agenda
- V. Topics from the Floor
- VI. Correspondence

- VII. Staff Recognition Resolutions
 - A. Resolution 24-1-1 Commending Chuck Burgess on 20 Years of Service
 - B. Resolution 24-1-2 Commending Chris Eckert on 20 Years of Service

- VIII. Park Development (LR)
 - A. Apex Landscaping Contract Renewal

- IX. Executive Director's Report
- X. President and Commissioners' Reports
- XI. Old Business
- XII. New Business

- XIII. Executive Session for the Purpose of:
 - A. Personnel
 - B. Imminent Litigation
 - C. Land Acquisition

- XIV. Action Taken from Executive Session
- XV. Adjournment

"Enriching life and community through premier parks, programs and facilities."

Rotary Club of Buffalo Grove Gives Cathy Novak the Bill Reid Award

Cathy Novak received the Rotary Club of Buffalo Grove's Bill Reid Community Service Award for 2023 at their recent meeting.

Posted Thu, Dec 28, 2023 at 12:07 pm CT

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The Rotary Club of Buffalo Grove established the Bill Reid Community Service Award in 2001 to perpetuate the legacy of Bill Reid, a long-time Village trustee and a founding member of the Rotary Club of Buffalo Grove. This award is given out on a yearly basis to unsung heroes who have demonstrated a long-term commitment to the Buffalo Grove community, and who personify what it means to serve and inspire.

Cathy Novak, a person who has tirelessly worked on behalf of our community, is the 2023 recipient of this award. Cathy has been a volunteer member of the choral group, the BG Singers, for 20 plus years and this group raises money for philanthropic causes every year. This past year, Cathy was the driving force behind "UKE" Can Do It!, a fundraiser for the Ukulele Kids Club that was extremely successful and one that our club participated in.

Cathy became a member of the Buffalo Grove Park District's Friends of the Parks Foundation in April of 2016 and was elected its president in May of 2020, a position she still holds. She is the initiator and major force behind many of the foundation's fundraisers that have resulted in thousands of dollars going to support military families and families in need to allow their participation in park district programs.

Cathy said, "I am humbled and so grateful for the recognition. I love being part of the Buffalo Grove Community and helping to do good things in the name of the Village. Thank you Rotary."

As part of the award, the Buffalo Grove Rotary Club will make a \$500 donation to the Rotary International Foundation in Cathy's name, as well as a \$500 contribution to the BG Singers Fund, her charity of choice. Congratulations Cathy!



**RESOLUTION 24-1-1
COMMENDING CHUCK BURGESS ON 20 YEARS OF SERVICE
TO THE BUFFALO GROVE PARK DISTRICT**

WHEREAS, Chuck Burgess was first employed by the Buffalo Grove Park District as an Aquatics Coordinator in December of 2003, promoted to a full-time Recreation Supervisor in August 2010, and promoted to Superintendent of Recreation in August 2017; and

WHEREAS, Chuck's expertise in facility management and staff development has led to the sustained success of the Spray N' Play, Willow Stream Pool, the Raupp Museum, and the Golf Dome; and

WHEREAS, Chuck's passion for customer service, both internally and externally, is evident by the way he handles all interactions with the community in a positive, respectful manner. Chuck is always available and willing to help his co-workers out, whether it be at an event, maintenance, advice, words of encouragement, or assisting someone outside of his area of supervision; he is the epitome of a team player; and

WHEREAS, as Superintendent of Recreation, Chuck has assisted in improving Alcott by working closely with the facilities team and custodial staff to ensure that building projects are done in a timely and efficient manner, minimizing conflict with Park District programs, and allowing the community more access to classes, events, and clubs that provide them enjoyment; and

WHEREAS, Chuck continues to show his dedication to the success of BG Days by consistently signing up for lead roles that have contributed to the Park District's recent accomplishments at the yearly event; and

WHEREAS, Chuck has proven himself to be committed to the success of the Park District and his fellow staff. He earned his CPRP and CPO designations, and has done an admirable job growing areas like Alcott rentals, Dog Park passes, and Spray N' Play admissions; and

WHEREAS, the success of the Park District is dependent upon employees like Chuck, who have taken pride in the Buffalo Grove Park District and its accomplishments.

NOW, THEREFORE, LET IT BE RESOLVED by the President and Board of Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois:

- 1) That Chuck Burgess is commended on behalf of the citizens of Buffalo Grove for his distinguished career at the Buffalo Grove Park District.
- 2) That this resolution be presented to Chuck with best wishes on his future.

DATED AT BUFFALO GROVE, ILLINOIS THIS 8TH DAY OF JANUARY, 2024.

Scott Jacobson, President
Board of Commissioners
Buffalo Grove Park District



**RESOLUTION 24-1-2
COMMENDING CHRIS ECKERT ON 20 YEARS OF SERVICE
TO THE BUFFALO GROVE PARK DISTRICT**

WHEREAS, Chris Eckert was first employed by the Buffalo Grove Park District as a part-time Clubhouse Leader and Athletic Assistant in October of 2001, was promoted to a full-time Recreation Supervisor in December 2003, was promoted to Superintendent of Recreation in August 2018, and was promoted to Superintendent of Revenue Facilities in May 2023; and

WHEREAS, as Superintendent of Recreation, Chris facilitated many CAC facility projects, including new dance floors, the "I Heart the Arts" wall, the art gallery display, outdoor landscaping, updating the staff washroom, and initiating the theater processor and intercom system plan; and

WHEREAS, Chris successfully managed the CAC during COVID by hosting POD Squad, and brought the CAC out of the pandemic by hosting the first in-person shows. Under his leadership he grew rentals exponentially and worked tirelessly with staff to bring back programs; and

WHEREAS, due to his dedication, work ethic, and personality, Chris is viewed by staff as the ultimate team player who is always willing to lend a helping hand or ear to help his co-workers in any way he can; and

WHEREAS, as Superintendent of Revenue Facilities, Chris has already started to plan projects and updates to both the Fitness Center and Golf Dome that will help those facilities continue to sustain success; and

WHEREAS, his experience and drive led to other opportunities; Chris earned his CPRP designation, and is certified as an instructor for CPR, AED, and ALICE. He led the District PDRMA review team, obtained his Food Handler certification, performed safety audits on soccer goals every season, and attended the Risk Management Institution training and HELP Seminars; and

WHEREAS, the success of the Park District is dependent upon employees like Chris, who have taken pride in the Buffalo Grove Park District and its accomplishments.

NOW, THEREFORE, LET IT BE RESOLVED by the President and the Board of Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois:

- 1) That Chris Eckert is commended on behalf of the citizens of Buffalo Grove for his distinguished career at the Buffalo Grove Park District.
- 2) That this resolution be presented to Chris with best wishes on his future.

DATED, AT BUFFALO GROVE, ILLINOIS THIS 8TH DAY OF JANUARY, 2024.

Scott Jacobson, President
Board of Commissioners
Buffalo Grove Park District



BUFFALO
GROVE
PARK
DISTRICT

Memo

TO: PARK BOARD OF COMMISSIONERS
ERIKA STROJINC, EXECUTIVE DIRECTOR
FROM: TIM HOWE, DIRECTOR OF PARKS AND PLANNING
RE: 2024 CONTRACT MOWING SERVICES RENEWAL
DATE: DECEMBER 19, 2023

Action Requested:

Staff asks that the Board approve the renewal of Apex Landscaping Inc. of Hawthorn Woods for contract mowing for the 2023-2024 fiscal year.

Background Information:

The District went to bid in January 2023 for Contract Mowing Services. The board awarded the bid to Apex Landscaping Inc. of Hawthorn Woods in February 2023. We were very happy with the customer service and quality they provided during their first year of the contract. Per our agreement, the District has the option to renew for three (3) additional years at the same agreed price of \$131,205. This will be the first year of the renewal option.

Enclosed: 2024 AMENDMENT TO MOWING AGREEMENT

AMENDMENT TO AGREEMENT

This Amendment to Agreement ("Amendment") is made and entered into this _____ day of January, 2024 ("Effective Date") by and between BUFFALO GROVE PARK DISTRICT, an Illinois Park District ("BGPD") and APEX LANDSCAPING INC., an Illinois corporation ("Contractor"). BGPD and Contractor are sometimes referred to each as a "Party" and collectively as the "Parties."

RECITALS

- A. BGPD and Contractor entered into an Agreement on April 13, 2023 wherein the Contractor, under certain specifications set forth in a signed Bid Document, would provide mowing services effective on April 1, 2023 through October/November, 2023 (the "Agreement").
- B. BGPD had the sole right and option to extend the term of the Agreement ("Extended Term") for an additional three (3) one-year terms with the same specifications and payments. The Parties will amend the Agreement in January 2024 for an Extended Term to October/November 2024. Agreement can be extended for another (2) one year terms with the same specifications and payments.

TERMS

In consideration of the mutual promises and covenants contained herein, the parties mutually agree as follows:

1. **Ratification of Terms and Conditions.** All of the terms, conditions and provisions of the Agreement shall continue in full force and effect beginning on April 1, 2024 and shall remain unaffected and unchanged except for the Extended Term to October/November 2024.
2. **Counterparts, Facsimile and E-mail Transmission.** This Amendment may be signed in any number of counterparts, each of which shall be deemed an original, and all of which taken together shall constitute one and the same Amendment. The parties may sign and deliver this Amendment by facsimile transmission, or by e-mail with attached scanned signature page image. Each of the Parties agree that the delivery of this Amendment by facsimile or by e-mail with attached scanned signature page image shall have the same force and effect as delivery of original signatures and that each of the Parties may use such signatures as evidence of the execution and delivery of this Amendment by all Parties to the same extent that an original signature could be used.
3. **Binding Effect.** This amendment shall be binding upon and inure to the benefit of the Parties and their respective heirs, personal representatives, successors and permitted assigns.

4. **Authority.** The undersigned persons executing this Amendment on behalf of the respective Parties have complete authority and power to execute this Amendment and this Amendment shall be binding on the Parties.

The Parties hereby have executed this Amendment as of the date first written above.

BUFFALO GROVE PARK DISTRICT
an Illinois Park District

APEX LANDSCAPING, INC
an Illinois corporation

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____