



Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
December 11, 2023
Alcott Center – 530 Bernard Drive, Buffalo Grove

Commissioners Present: Steve Cummins, Scott Jacobson, Kim Page, 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, Athletic Field Specialist Connor McWard, 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 7:15 pm. The roll was called and Commissioners Cummins, Jacobson, Page, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests present.

APPROVAL OF REGULAR BOARD MEETING AGENDA

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

APPROVAL OF MINUTES

Approval of the November 13, 2023 Special Board Meeting Minutes

Vice President Cummins moved to approve the November 13, 2023 Special Board Meeting Minutes, seconded by Commissioner Reiner and the motion passed with a voice vote.

Approval of the November 13, 2023 Workshop Minutes

Vice President Cummins moved to approve the November 13, 2023 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of the November 13, 2023 Executive Session Minutes

Vice President Cummins moved to approve the November 13, 2023 Executive Session Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of the November 27, 2023 Workshop Meeting Minutes

Vice President Cummins moved to approve the November 27, 2023 Workshop Meeting Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of the November 27, 2023 Regular Board Meeting Minutes

Vice President Cummins moved to approve the November 27, 2023 Regular Board Meeting Minutes, seconded by Commissioner Page and the motion passed with a voice vote.

Approval of the November 27, 2023 Executive Session Minutes

Commissioner Wallace moved to approve the November 27, 2023 Executive Session 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 board packet was a Bronze Certificate Acknowledging Completion of Basic Performance Indicators for Mission, Vision, and Governance for the STEPS self-study program the Museum is participating in. There was also a letter of thanks from the Vernon Township Food Pantry for the donation President Jacobson coordinated on Thanksgiving Day, and an updated What's Happening calendar for winter 2023-24. There was an article from the Lake County News-Sun that mentioned the Community Arts Center as being named one of the state Senator Adriane Johnson's "30 Wonders of the 30 District." Last, she said two other articles from the Daily Herald were handed to the commissioners. The first was an article announcing Kim Page being appointed as commissioner and the second was an article on the plan for Parkchester Park.

ATTORNEY'S REPORT

Attorney Bloomberg said things are going well and he is working on some year-end projects.

COMMITTEE ACTION ITEMS

Staff Recognition Resolution

Resolution 23-12-1 Commending Alyson Stanczak on 20 Years of Service

Vice President Cummins moved to approve Resolution 23-12-1 commending Alyson Stanczak on 20 years of service to the Buffalo Grove Park District, seconded by Commissioner Page and the motion passed with a voice call vote.

Finance

Approval of the December Warrant 2023

Commissioner Wallace moved to approve the December Warrant 2023 in the amount of \$2,230,600.46, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of the November Financial Statement and the November Year to Date Statement

Commissioner Wallace moved to approve the November Financial Statement and the November Year to Date Statement, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of Tax Levy Ordinance 23-12-1

Commissioner Wallace moved to approve Tax Levy Ordinance 23-12-1 levying and assessing the taxes of the Buffalo Grove Park District for the fiscal year beginning May 1, 2023 and ending April 30, 2024 in the amount of \$10,387,414, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Approval of 2024 Fitness Center Janitorial Services Bid

Commissioner Wallace moved to approve the Fitness Center 2024 Janitorial Services Bid Extension to Eco-Clean Maintenance, Inc., 515 W. Wrightwood Ave., Elmhurst, IL 60126 in the amount of \$262,932.00, seconded by Commissioner Page and passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

POLICY AND LEGISLATION

Approval of Resolution 23-12-2 Alcott Temporary Easement

Commissioner Reiner moved to approve Resolution 23-12-2 Alcott Temporary Easement with the Village of Buffalo Grove, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

CONSENT AGENDA

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

- Quarters CD Executive Director Work Plan
- Quarters CD Departmental Goals and Objectives
- ADA Transition Plan Update
- 2024 Board Meeting Dates

STAFF UPDATES

Executive Director Strojinc said Representatives Didech and Canty are sitting at the Park District's table at the IPRA conference luncheon in January. She said they found concrete slabs underneath the playground at Rylko Park and we will need to pay to have it removed. She said the curbs and fencing are being worked on, but the pour-in-place at Prairie Grove Park may need to wait to be completed until the spring because of the cold weather. She said the Parkchester Park plan was approved by the Village and the bid will be coming soon. She said we got word that a \$250,000 DCEO grant is being released but she has concerns about the language in the grant and we may not be able to use it to pay ourselves for Room 1 at Alcott. She said District 102 had their planning and zoning meeting and there were a lot of questions about parking in their construction project. She said we had another registration crash on camp registration last week and she said the District will be moving toward the Cloud and take it off our server space. She said the strategic plan is coming along and she will have a plan in place soon. Last, she asked the board if they are comfortable moving the Pride event in June to Willow Stream due to Rylko Park being under construction. Discussion was held about where to end the parade and where to conveniently hold the event.

Director Short thanked the Board for their support during the Public Hearing earlier tonight. He said he is busy preparing year-end payroll and getting W-2's ready for the New Year.

Superintendent Terson said the spring book is at the printer and will be out soon.

Director Zimmermann said the Village approved the liquor license for the Golf Dome and he is working with Superintendent of Revenue Facilities Chris Eckert and Golf Dome Facility Supervisor Jimmy Mix on getting things in place to begin selling. He said camp registration doubled what it was last year on the first day. He said the Nutcracker is running next weekend at the CAC and the swim team won their first home meet. He said the winter promotion started December 1 and those numbers are ahead of where they were last year and the Black Friday personal training sale brought in \$67,000, which is \$17,000 more than last year.

Director Howe thanked some of his facilities staff for coming in to work an overnight shift at the Fitness Center. He said Nick Cozzi has been promoted to Parks Foreman and Karsten Ziemann has been promoted to Parks Supervisor. He said Superintendent of Parks Dani Hoeffle is doing a great job in her new position.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

EXECUTIVE SESSION

The board did not enter Executive Session.

ADJOURNMENT

Commissioner Wallace moved to adjourn the Board Workshop at 7:45 pm, seconded by Vice President Cummins and the motion passed with a voice vote.

Respectfully submitted,


Secretary