



Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
Alcott Center – Room 24
July 22, 2024

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, Planning and Development Manager Laurie Hoffman, and Executive Assistant Beth Wanland.

Attorney Adrienne Arlan was present.

CALL TO ORDER

Roll Call

President Cummins called the Regular Board Meeting to order at 6:22 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.

APPROVAL OF THE BOARD MEETING AGENDA

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

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF MINUTES

Approval of June 10, 2024 Workshop Minutes

Vice President Wallace moved to approve the June 10, 2024 Workshop Minutes, seconded by Commissioner Page and the motion passed with a voice vote.

Approval of June 10, 2024 Regular Board Meeting Minutes

Vice President Wallace moved to approve the June 10, 2024 Regular Board Meeting Minutes, seconded by Commissioner Page and the motion passed with a voice vote.

Approval of June 10, 2024 Executive Session Meeting Minutes

Vice President Wallace moved to approve the June 10, 2024 Executive Session Meeting Minutes, seconded by Commissioner Page 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 article on the passing of former Park Board Commissioner Bob McNeeley; a list of the top 10 collection sites of clothing and textiles by volume naming the Buffalo Grove Park District as #6 in Lake County; and an updated *What's Happening?* calendar of events for the months of August and September.

ATTORNEY'S REPORT

Attorney Adrienne Arlan said we have a closing on Aptakisic land for facility usage swap this Wednesday. She said legal counsel is working on the annexation of the Link Crossing properties and will update the board when appropriate.

COMMITTEE ACTION ITEMS

Finance

Approval of July Warrant 2024

Commissioner Page moved to approve the July 2024 Warrant in the amount of \$4,173,511.66, seconded by Vice President Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of the June 2024 Financial Statement and June 2024 Year-to-Date Statement

Commissioner Page moved to approve the June 2024 Financial Statement and June 2024 Year-to-Date Statement, seconded by Commissioner Jacobson and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Board Travel and Conference Expense

Commissioner Page moved to approve the Board Travel and Conference expense in the amount of \$3,926.30, seconded by Commissioner Jacobson and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Commissioner Reiner noted his attendance to conference may change and if it does, he will work with staff to cancel his registration.

Policy and Legislation

Approval of GenesisONE Copy Machine Maintenance Agreement

Commissioner Reiner moved to approve the lease with GenesisONE, 2942 MacArthur Blvd., Northbrook, IL 60062, for the Kyocera copier and print services in the amount of \$222.81 per month for 60 months, seconded by Commissioner Jacobson and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace
NAYS: 0
ABSTAIN: 0

President Cummins confirmed that staff is combining all copiers under one service umbrella and the price staff received is competitive.

Approval of S.I. Container Builds for Spray 'N Play Concession Building and Staff Office

Commissioner Jacobson moved to approve the proposal from S.I. Container Builds, 1087 Johnson Dr., Buffalo Grove, IL 60089, for the fabrication of the Concessions Building and Staff Office to be installed at the Spray 'N Play in the amount of \$194,000, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace
NAYS: 0
ABSTAIN: 0

President Cummins commented that he liked seeing the due diligence staff took in moving forward with this project.

Approval of Bailey Edward Architectural and Engineering Services for Alcott Facility Assessment

Commissioner Reiner moved to approve the proposal received from Bailey Edward, 35 E. Wacker Dr., #2800, Chicago, IL 60601, for professional Architectural and Engineering services to conduct a facility assessment at the Alcott Center in the amount of \$33,800, seconded by Commissioner Jacobson and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace
NAYS: 0
ABSTAIN: 0

Approval of Vortex Aquatics Structures, International, Inc. for Water Features to be installed at the Spray 'N Play

Commissioner Reiner moved to approve the proposal from Vortex Aquatics Structures, International Inc., 7800 Trans-Canada Hwy., Pointe-Claire, Quebec H9R 1C6, Canada, for new water features to be installed at the Spray 'N Play in the amount of \$141,234 seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace
NAYS: 0
ABSTAIN: 0

Recreation

Approval of Clubhouse Bus Bid Extension

Vice President Wallace moved to approve a one-year extension of the 2023-24 Clubhouse Bus Bid providing service for the 2024-25 school year to Safeway Transportation, 1030 S. Milwaukee Ave., Wheeling, IL 60090, for the same pricing as service provided in 2023-24, seconded by Commissioner Jacobson and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Page, and Wallace

NAYS: 0

ABSTAIN: 0

Approval of Ordinance 24-7-1 Disposal of Surplus Property

Vice President Wallace moved to approve Ordinance 24-7-1 authorizing the sale of personal property owned by the Buffalo Grove Park District, seconded by Commissioner Jacobson and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Page, and Wallace

NAYS: 0

ABSTAIN: 0

Consent Agenda

Commissioner Jacobson moved to approve the consent agenda as proposed:

- 2024/25 Department Quarters AB Goals and Objectives
- Recreation Program Enrollment Statistics
- Naming of Commissioner Kim Page as Local Efficiency Committee Member to replace former Commissioner Tracy Bragg.

The motion was seconded by Commissioner Reiner and the motion passed with a voice vote.

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Director Strojinc reminded the board to get their flights booked to NRPA in Atlanta. She said she is waiting to hear back from D214 on our shared pool use. She said she has been invited to sit on a D214 planning committee. She said the Celebrate Ability Gala is on Friday, October 18. She told the board that staff found that the stage of the amphitheater had only one light pole on the truss system in the drawing and three are needed. She said the control board does not have enough amp power at the amphitheater and we will have a generator on site for Buffalo Grove Days providing power. She said we are looking at approximately \$100,000 more which has been added as an alternate in the Spray 'N Play bid opening to correct items.

Director Short said he is waiting on his fixed asset software people to get him information to complete the audit and hopefully he will get it in the next week or so.

Director Zimmermann said we welcomed Derek Hoffman as our new Recreation Supervisor. He said staff met with SmartRec Software Company, it was well received, and the company is planning on being onsite for further demonstrations with staff. He said he is walking through logistics and layout

with the Village for BG Days tomorrow. He said events are planned and there will be 30 food trucks at the event.

Director Howe said that parks has selected new software for tracking maintenance and it is connected to fuel usage for vehicles and equipment. He said police has increased patrols in our parks due to vandalism. Executive Director Strojinc said that MobileCom will have a presence at BG Days, as will the police and fire departments.

Planning and Development Manager Hoffman said that we are looking at 300 amps for the control board. She said it is a very fixable problem that we have at the amphitheater.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

MOTION TO ENTER EXECUTIVE SESSION

Commissioner Page moved to enter into Executive Session at 6:58 pm for the purpose of a Semi-Annual Review of Executive Session Minutes, Land Acquisition, and Personnel, seconded by Commissioner Jacobson and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

MOTION TO RECONVE THE REGULAR BOARD MEETING

Commissioner Reiner moved to reconvene the Regular Board Meeting at 9:23 pm, seconded Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

POSSIBLE ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

President Cummins stated that the Board 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 released for public inspection because the need for confidentiality no longer exists as to all or part of the minutes:

Date	Topic
January 22, 2024	Six-Month 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>
May 28, 2024	Litigation and Personnel
June 10, 2024	Personnel

The motion was seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace
NAYS: 0
ABSTAIN: 0

Approval of Resolution 24-7-1 Providing for the Destruction of Particular Verbatim Recordings

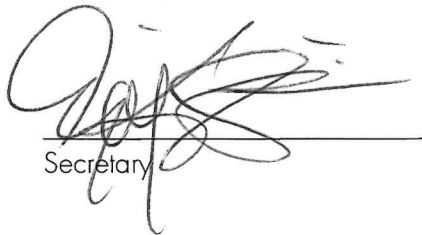
Commissioner Page moved to approve Resolution 24-7-1 providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings, seconded by Vice President Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace
NAYS: 0
ABSTAIN: 0

ADJOURNMENT

Vice President Wallace moved to adjourn the Regular Board Meeting at 9:24 pm, seconded by Commissioner Page and the motion passed with a voice vote.

Respectfully submitted,



Secretary