



Buffalo Grove Park District Board of Commissioners  
WORKSHOP MINUTES  
Alcott Center - Room 24  
August 26, 2024  
6 pm

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, Superintendent of Recreation Diana Clayson, Planning and Development Manager Laurie Hoffman, Facilities Engineer Felix Yarovsky, and Executive Assistant Beth Wanland.

Attorney David Bloomberg was present.

**CALL TO ORDER**

**Roll Call**

President Cummins called the Workshop to order at 6 pm. The roll was called and Commissioners Cummins, Jacobson, Page, Reiner, and Wallace answered present.

**APPROVAL OF THE WORKSHOP AGENDA**

President Cummins moved to approve the August 26, 2024 Workshop Agenda with the revision of item VI (A) Stormwater Management Partnership with the Village of Buffalo Grove moved to be presented after V (A) Presentation of the 2023-24 Audit Report, seconded by Vice President Wallace and the motion passed with a voice vote.

**INTRODUCTION OF GUESTS**

Monika Adamski, from Lauterbach & Amen, Kyle Johnson, from the Village of Buffalo Grove, Jeff Weiss, Joanne Phelan, and Deepthi Chiruvuri from the Environmental Action Team, and Richard Rosen, from the Northwest Suburban Interfaith Council, were in attendance.

**PRESENTATION OF STAFF RECOGNITION RESOLUTIONS**

**Resolution 24-8-4 Commending Felix Yarovsky on 15 Years of Service**

President Cummins read the following resolution:

RESOLUTION 24-8-4  
COMMENDING FELIX YAROVSKY ON 15 YEARS OF SERVICE  
TO THE BUFFALO GROVE PARK DISTRICT

**WHEREAS**, Felix Yarovsky has been employed with the Buffalo Grove Park District since July 12, 2009 as a Maintenance Engineer of the Fitness Center and promoted in 2018 to Facilities Engineer; and

**WHEREAS**, Felix has completed 15 years of service as of July 12, 2024 to the Buffalo Grove Park District and its residents; and

**WHEREAS**, the Buffalo Grove Board of Commissioners and the residents of Buffalo Grove have appreciated Felix's dedicated service, which allowed the District to grow during his career with us; and

**WHEREAS**, Felix is a dedicated and loyal professional to the Park District. His knowledge and skill set has aided in the efficient operation of the Fitness Center where he maintains all pool chemicals, fitness equipment, and locker room operations since he started at the Park District. Beyond Felix's technical expertise and professional growth, it is his kindness, patience, and willingness to mentor and support his team that truly stand out; and

**WHEREAS**, Felix's expertise has greatly contributed to the safety of the day to day operations of the Fitness Center and pool. Felix has regularly volunteered to work weekends to ensure proper Fitness Center standards are met. Felix also continues to be a "go-to" person for part-time staff. Felix's commitment has not only preserved the beauty and functionality of our Fitness Center, but has also enhanced the lives of many community members who enjoy the space daily; and

**WHEREAS**, Felix's knowledge and skills have saved the Park District considerable amounts of time, money, and resources in repairs by keeping the fitness equipment running safely for Fitness Center members; and

**WHEREAS**, the success of the Park District is dependent upon employees like Felix 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 Park Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois as follows:

1. That Felix is commended on behalf of the citizens of Buffalo Grove for his distinguished service to the Park District.
2. That this Resolution be presented to Felix with best wishes in his career.

**DATED, AT BUFFALO GROVE, ILLINOIS THIS 26<sup>th</sup> DAY OF AUGUST 2024.**

Felix said he has technically been working at the Fitness Center for 24 years. He said he started working there two weeks before the building opened when it was operated by Northwest Community Healthcare. He said he very much appreciates working for the Park District. Commissioner Reiner said Felix is the first person who welcomed him and showed him around the Fitness Center.

**Resolution 24-8-5 Commending Diana Clayson on 10 Years of Service**  
President Cummins read the following resolution:

**RESOLUTION 24-8-5  
COMMENDING DIANA CLAYSON ON 10 YEARS OF SERVICE  
TO THE BUFFALO GROVE PARK DISTRICT**

**WHEREAS**, Diana Clayson's journey with the Buffalo Grove Park District is a testament to her dedication and hard work. Hired as a Recreation Supervisor in July of 2014, she was promoted to Recreation Manager in October of 2018, and due to her outstanding performance, she was promoted again to Superintendent of Recreation in November of 2022; and

**WHEREAS**, Diana's leadership, organizational skills, and professional knowledge has resulted in the preschool programs' growth and continued excellence, and contributed to the post-COVID success of summer camps, senior programming, and rentals; and

**WHEREAS**, Diana's unwavering dedication to the overall success of the Park District and her fellow staff is commendable. Her presence and support at events and programs such as BG Days, Senior Expo, National Night Out, Senior Programs, Studio 83, and more, is a testament to her commitment; and

**WHEREAS**, because of this dedication to the Park District and Diana's high level of customer service, the Park District has experienced year over year return participation from many families who have developed trust and appreciation for quality programming. As a result, preschool and camp programs have enjoyed overwhelming success through growing registration numbers and participant satisfaction, even eclipsing pre-COVID registration numbers in some cases; and

**WHEREAS**, Diana has excelled in learning how to navigate the Park District's registration software, RecTrac, and has become the staff's go-to person for troubleshooting when issues arise, has developed an array of how-to documents, and has become a key player for the front office on registration days; and

**WHEREAS**, due to Diana's work ethic and passion she was appointed the co-chair of the IPRA Early Childhood Committee in January of 2021; and

**WHEREAS**, the success of the Park District is dependent upon employees like Diana 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:

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

**DATED, AT BUFFALO GROVE, ILLINOIS THIS 26<sup>TH</sup> DAY OF AUGUST, 2024.**

Diana said working for the Park District has been the best ten years and she looks forward to the next ten. Vice-President Wallace said she knew Diana as a "dance mom" before she worked full-time for the District. President Cummins said working preschool and camps can be a demanding position and he appreciates the work she does.

#### **Resolution 24-8-3 Commending Dave Anderson on 15 Years of Service**

President Cummins said Dave Anderson was unable to attend the board meeting but his resolution will be presented to him at the next Full-Time Staff meeting.

## FINANCE

### **Presentation of 2023-24 Year End Audit Report – Monika Adamski, Principal, Audit Services, Lauterbach & Amen, LLP**

Monika Adamski, from Lauterbach & Amen, LLP presented the FY 2023-24 year end audit to the Board of Commissioners. She thanked Director Short and his team and said he is a pleasure to work with and is always communicative. She said there were no disagreements or difficulty working with management. She said they will be working with Director Short in hopes to earn the GFOA Award for Excellence in Government Finance again for the 27<sup>th</sup> consecutive year. She asked the board to review the reports on their own time as they are comprehensive and time-consuming.

Commissioner Reiner commended Director Short on being awarded the highest designation from the GFOA every year that he has worked for the Park District. He said it is not an easy feat and the board appreciates all he has done. President Cummins said Director Short has done a commendable job especially getting the District through COVID and beyond.

## PARKS

### **Village of Buffalo Grove and Park District Stormwater Management Partnership – Kyle Johnson, Deputy Director of Public Works/Village Engineer, Village of Buffalo Grove**

Kyle Johnson, Deputy Director of Public Works/Village Engineer for the Village of Buffalo Grove presented the Northwood Stormwater Project to the board of commissioners. He said the Northwood detention basin owned by the Park District has been identified as an important piece of the \$50 million in stormwater expansion projects the Village has included in their Stormwater Master Plan (completed in 2021). He said many partnerships are critical to see this project through. He said the Northwood Detention Basin will essentially be doubled in depth. He said it will be naturalized and the Village will work with the Park District on how they would like it to look. He also discussed natural habitats including prairies, woodlands, wetlands, and stream banks being a priority in order to push water in the right direction, and discussed how to measure its success. He said maintenance is an important piece of this puzzle and working with partners, such as the EAT and Cub Scouts, is very helpful. He mentioned the Emmerich Park South playground that is being removed and that location will be reworked to further stormwater management.

## FINANCE

### **August Warrant 2024**

There was no discussion on the August Warrant 2024.

### **July 2024 Financial Statement**

There were no comments on the July 2024 Financial Statement.

### **July 2024 Year to Date Statement**

Director Short said now that adjustments have been made in the business manual, changes have been made to the year to date statement.

### **August Refunds**

There were no comments on August Refunds.

### **Board Travel and Conference Expense**

Director Short said the expenses were flights for the board to the NRPA conference in Atlanta this October.

## PLANNING AND DEVELOPMENT

### **Rylko Park Spray 'N Play Additional Information**

Planning and Development Manager Laurie Hoffman said she wanted to provide the board with updated pricing for the descope of the Rylko Park Spray 'N Play project. She said she sees it landing around the \$1.7 million mark. President Cummins asked about ADA reimbursables on the project. Ms. Hoffman said a full breakdown has not been done but there are options in the plan such as the Life Floor and she will dig more into the numbers. President Cummins asked about the planter wall and if it is something optional due to the expense. Ms. Hoffman said it is functional and acts as a retaining wall as well as a planter wall. She confirmed with the Village Planning and Zoning committee that we would not be required to go through a full review for descoping the plan which includes removing one of the shipping containers.

## POLICY AND LEGISLATION

### **Amphitheater Naming Update**

Commissioner Reiner asked for thoughts from the board and staff on the naming of the amphitheater. He said that he confirmed with the Chief Legal Counsel for the Office of the Senate President that the decision on naming a facility or amenity after a sitting legislator is up to the local entity and there are no ethic rules prohibiting the action at this time. Discussion was held and it was decided that the Board will vote on the naming of the amphitheater tonight subject to the approval of the named. It was decided the logistics of the announcement will be worked out at a later date.

### **2024-25 Executive Director Goals and Objectives**

President Cummins thanked Executive Director for the work she put into her fiscal year 2024-25 goals and objectives.

### **2024-25 QA Departmental Goals and Objectives**

Commissioner Reiner asked about cricket being incorporated into staff goals and objectives. Director Zimmermann said it is on recreation staff radar and will be addressed as we develop parks in the District.

## PRESIDENT AND COMMISSIONERS REPORTS

Vice President Wallace said she really enjoyed the soft opening of the amphitheater and hearing Superintendent Terson's band. She said she is looking forward to BG Days.

Commissioner Page complimented staff on the beauty of the amphitheater. She said fall sports with her kids started this week. She said she registered for a "Crash Course for New NRPA Attendees in 2024" to get the most out of conference.

Commissioner Jacobson said the soft opening of the amphitheater was well done and he received positive feedback. He said he is looking forward to BG Days. He suggested Commissioners wear their BG Days t-shirts to the parade on Sunday at noon. They agreed to arrive at 11 am and to meet at BG Road and Aptakasic Rd. Executive Director Strojinc asked the board to arrive to the amphitheater at 5 pm on Thursday, August 29 for the dedication.

President Cummins said he, too, enjoyed the soft opening of the amphitheater. He asked about the progress of the strategic plan and Executive Director Strojinc said our last meeting with Jamie Sabbach was last Wednesday. She said we are on the final stretch and should have the plan soon.

OLD BUSINESS

**Corrected 2025 NWSRA MDAA at 2.5%**

NWSRA miscalculated the Member District Assessment for 2025. They sent a revised assessment which will save the District \$7,000.

**NWSRA Resolution 24-8-2 Revised**

Executive Director Strojinc said the resolution needed to be revised to reflect the new NWSRA Member District Assessment.

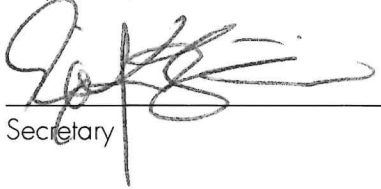
NEW BUSINESS

There was no New Business discussed.

ADJOURNMENT

Commissioner Reiner moved to adjourn the Workshop at 7:46 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectfully Submitted,

  
Secretary