

Minutes of the Regular Meeting of the Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, on **January 23, 2024**.

Vice President Bolash called the meeting to order at 7:30 PM. After the pledge of allegiance, the roll was taken.

COMMISSIONERS PRESENT

Liz Bolash, Vice President
Mark Votruba, Treasurer
Bill Cooley, Commissioner

Kimberley Meehan, Commissioner
Matt Postma, Commissioner
Jay Sullivan, Commissioner

COMMISSIONERS ABSENT

Emily Ford, President

STAFF PRESENT

Kevin Romejko, Executive Director
Conor Cahill, Supt. of Recreation
Doug Haywood, Supt. of Finance & IT
Bob Veller, Supt. of Ice Arenas

Alison Reicher, Mgr. Of Human Resources
& Employee Engagement
Dominic Calderisi, Safety Coordinator
& Project Manager
Liz Dalessandro, Recording Secretary

SPECIAL BOARD ACTION

None

RECOGNITION OF VISITORS

Tom Siwicki, Sikich LLP

CONSENT AGENDA

Comm. Votruba moved, seconded by Comm. Meehan, the Board of Park Commissioners approve the previously distributed consent agenda. Motion was unanimously approved.

FINANCE

The financial summary of the Park District as of December 31, 2023 is as follows: zero in the payroll account, \$25,000 in the administrative account, \$105,257.70 in the general fund. The Park District investment summary as of December 31, 2023 is as follows: \$469,539 in the BMO Harris Bank prime money market plus account, \$107,531 in the Evergreen Bank Group Cornerstone money market account, \$9,529,298 in the Illinois Park District Liquid Asset Fund (IPDLAF+).

Comm. Votruba read and moved, seconded by Comm. Meehan, the Board of Park Commissioners approve the following resolution:

**A RESOLUTION PERTAINING TO THE APPROVAL OF BILLS
CHARGED TO THE GENERAL CORPORATE FUND ON JANUARY 9, 2024**

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE ROLLING MEADOWS PARK DISTRICT, COOK COUNTY, ILLINOIS, that the following disbursements to the General Corporate Fund be approved for payment:

CHECK #	PAYEE	AMOUNT
14911	Amateur Hockey Association	\$2,926.00
14912	Altorfer Industries	\$1,282.72
14913	City of Rolling Meadows	\$5,299.64
14914	Collins Plumbing & Jetting	\$5,337.00
14915	Comcast Business	\$7,008.77
14916	Constellation New Energy	\$5,451.02
14917	Current Technologies Corp	\$10,423.78
14918	General Mechanical Services (Premistar)	\$13,160.37
14919	Groot Inc	\$2,344.15
14920	Hitchcock Design	\$4,500.00
14921	Icemann Arena Services	\$4,446.80
14922	Lowe's Business Account	\$1,083.02
14923	Naperville Park District	\$6,166.00
14924	National Fitness Campaign	\$105,000.00
14925	NICOR Gas	\$2,659.19
14926	Northwest Hockey League	\$13,800.00
14927	Park District Risk Management Agency	\$73,115.72
14928	Parvin-Clauss Sign Company	\$2,840.74
14929	PlanSource	\$1,980.42
14930	Scharm Floor Covering	\$1,094.25
14931	Sterling Network Integration	\$8,583.65
14932	Thor Guard Inc	\$6,636.28
14933	Three Blind Mice Logistics	\$2,354.00
14934	US Upfitters	\$1,058.05
14935	Verizon Wireless	\$1,603.36
14936	Warehouse Direct Workplace	\$5,345.28

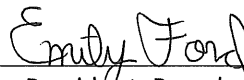
Total General fund Checks for January 9th, 2024

\$295,500.21

AYES: 6
 NAYS: 0
 ABSENT: 1

Presented the 9th day of January 2024

Approved the 23rd day of January 2024



 President, Board of Park Commissioners

ATTEST: 

 Secretary, Board of Park Commissioners

Motion was unanimously approved by all present.

Comm. Votruba read and moved, seconded by Comm. Sullivan, the Board of Park Commissioners approve the following resolution:

**A RESOLUTION PERTAINING TO THE APPROVAL OF BILLS
CHARGED TO THE GENERAL CORPORATE FUND ON JANUARY 23, 2024**

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE ROLLING MEADOWS PARK DISTRICT, COOK COUNTY, ILLINOIS, that the following disbursements to the General Corporate Fund be approved for payment:

CHECK #	PAYEE	AMOUNT
14937	Direct Fitness Solutions	\$1,443.18
14938	G&I Electric	\$1,540.00
14939	General Mechanical Services (Premistar)	\$16,865.00
14940	Illinois Shotokan Karate	\$7,759.78
14941	Nicor Gas	\$3,042.96
14942	Palatine Park District	\$3,133.20
14943	Sikich LLP	\$4,000.00
14944	TechStar America Corporation	\$1,134.25
Total General fund Checks for January 23rd, 2024		\$38,918.37

Presented the 23rd day of January 2024

AYES: 6
NAYS: 0
ABSENT: 1

Approved the 23rd day of January 2024



President, Board of Park Commissioners

ATTEST: 

Secretary, Board of Park Commissioners

Motion was unanimously approved by all present.

UNFINISHED OR CONTINUING BUSINESS

None.

NEW BUSINESS

Comm. Bolash introduced the next item, the Presentation and Approval of the Annual Comprehensive Financial Report for the Year Ended April 30, 2023. She then invited our visitor, Tom Siwicki, Director of Sikich LLP, to give his presentation of the Annual Comprehensive Financial Report for the year ended April 30, 2023. Mr. Siwicki started his presentation by explaining that this year's report is more comprehensive than last year's as the District will be submitting it to GFOA in hopes of receiving the Certificate of Achievement for Excellence in Financial Reporting (COA) award. His presentation highlighted the following portions of the report:

The Auditor's Unmodified Opinion

Management's Discussion and Analysis: Mr. Siwicki referred to the first part of this analysis that compares 2023 information to 2022 as encouraged reading. He also touched on the Government-Wide Financial Statements and Fund Financial Statements included in this section

Basic Financial Statements: He highlighted the Statement of Revenues, Expenditures, and Changes in Fund Balances for Governmental Funds, as well as the corresponding Notes to Financial Statements, including the footnotes to Deposits and Investments

Required Supplementary Information: Mr. Siwicki touched on the Schedule of Changes in the Employer's Net Pension Liability and Related Ratios Illinois Municipal Retirement Fund

Non-Major Governmental Funds: The Statistical Section was mentioned

Mr. Siwicki commended the District for choosing to complete the comprehensive version of the report this year. There was general discussion of the report. Dir. Romejko thanked Mr. Siwicki and his team for their hard work. Comm. Bolash also wanted to give kudos to Supt. Haywood for the extra work put into compiling the comprehensive version of the report, which is available on our website under the "Budget and Financials" tab within the "Finance & Planning" section of "About Us." Comm. Sullivan moved, and was seconded by Comm. Meehan, to approve the Annual Comprehensive Financial Report. The motion passed unanimously by all present.

Comm. Bolash introduced Ordinance 2024-0101, An Ordinance providing for the issue of not to exceed \$1,340,000 General Obligation Limited Tax Parks Bonds, Series 2024, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. Comm. Votruba asked if pricing information is available yet. Supt. Haywood said specific pricing information is not yet available. Comm. Cooley moved, seconded by Comm. Postma, to approve the ordinance. The motion passed on a roll call vote as follows:

Ayes: Bolash, Cooley, Meehan, Postma, Sullivan, Votruba

Nays: None

Absent: Ford

Comm. Bolash introduced the Approval of Community Center Park Improvement Project Amendment #1. Comm. Sullivan moved, and was seconded by Comm. Cooley, to approve this amendment. The motion was unanimously approved by all present.

Comm. Bolash then introduced the Approval of Community Center Park Improvement Project Amendment #2. Comm. Postma asked if the cost shown was for the scope of the project or a recurring cost. Dir. Romejko clarified that the cost would not be recurring. With this, Comm. Postma moved, and was seconded by Comm. Meehan, to approve the amendment. The motion was unanimously approved by all present.

Comm. Bolash introduced the next item, the Approval of Terry Moran Softball Tournament Food and Beverage Vendor. There was general discussion regarding this item. Comm. Votruba asked about the District's liability and how approving this or not would affect that. Dir. Romejko advised that if we know residents are bringing alcohol to the event and we allow them to, we could be liable because we are not following our own ordinance. He added if we approve serving for this event, we could be in a better risk position because a vendor would be serving and could prevent over-serving. Comm. Votruba asked if the entry form shows that alcohol is allowed. Supt. Cahill advised no, it is a standard registration form and there is no mention of alcohol. Comm. Postma asked if we have signage for the event. Dir. Romejko confirmed. Comm. Meehan requested clarification on whether approving the vendor prevented attendees

from bringing their own food. Dir. Romejko advised it would not prevent them from being able to bring food but would allow for an additional on-site food option. Comm. Cooley asked if anyone has registered yet. He recommended we let people know at sign up that food and beverage would be available. Supt. Cahill said that is something we could do if space on the form allows. Comm. Sullivan asked if the district would retain a portion of the profits from selling the food and beverages on site. Dir. Romejko clarified we would not. However, it is an option that could be explored for future events. Comm. Cooley moved, seconded by Comm. Postma, to approve Rep's Place as the 2024 food and beverage vendor of the Terry Moran Softball Tournament. The motion was unanimously approved by all present.

DEPARTMENT UPDATES

Administration:

Supt. Haywood stated that he has started the budget process for the 2024-2025 fiscal year. He asked if there were any questions on the previously distributed budget calendar. There were none.

Mgr. Reicher had no additional information to report outside of her previously distributed monthly update. She opened the floor to questions. There were none.

Ice:

Supt. Veller discussed public skate. He applauded Supervisor Belluomini and the team on a fantastic holiday session, as well as their creative use of characters to skate with and their marketing efforts. Supt. Veller added they even ran out of skates to rent at times. His team is in the process of ordering more skates to accommodate the increased demand.

Parks:

Mgr. Calderisi provided an update for the Parks team in Supt. McKenna's absence. He advised there has been a lot of work on indoor projects given the weather. Dir. Romejko mentioned there has been a lot of snow and ice removal over the last few weeks, as well. He complimented the hard work of the Parks team and Mgr. Slupski's social media posts putting a spotlight on their hard work. Mgr. Calderisi said we were still able to safely have all our programs on Saturday, January 13, when a lot of nearby districts were opening later with the snow. Mgr. Calderisi also wanted to share a compliment that was received. A part-time NWSRA employee was having a difficult time making his way into the building with the amount of ice on the ground yesterday. Krista Dufford and Ross Weymouth helped him into the building. He was very appreciative of their assistance. Comm. Meehan asked if there were any damages affecting the District following the severe weather. Mgr. Calderisi advised there have not been.

Recreation:

Supt. Cahill discussed the upcoming IPRA Conference marketing showcase event and went over a few items our marketing team is submitting. These included a time-lapse video about ice getting removed and put back that was popular on our social media, an activity book, and a feel-good story about a preschooler that wanted his picture on the TV in the Community Center. Marketing is very excited about the showcase.

REPORT OF OFFICERS

President:

None.

Vice President:

None.

Treasurer:
None.

Executive Director:

Dir. Romejko wanted to recognize Mgr. Calderisi's hard work on the 2023 Risk Management Review through PDRMA. They had a three-prong approach to the review with a monetary incentive for each prong and Mgr. Calderisi worked hard to make sure we obtained the incentives. Dir. Romejko also distributed folders to the Commissioners containing information for the upcoming IAPD/IPRA Soaring to New Heights Conference. He informed them that there is also an app for the conference that will have the most up to date information available.

MATTERS FROM COMMISSIONERS

Comm. Postma went to a public skate. He said the rinks were good, the staff was outstanding, and he was very impressed with the condition of the ice given the number of skaters.

Comm. Sullivan asked if we found the source of the smell at West Meadows, near concessions. Mgr. Calderisi advised Supt. McKenna thinks he has identified the source as an issue with the grease traps, and plumbers have been called.

Comm. Bolash pointed out the next meeting would be earlier than usual and at Community Center-Great Room. Dir. Romejko added there are three playground vendors attending to present playground proposals to replace the current setup at Countryside Park. He clarified that the newer Burke playground equipment will remain, but we want to add a few pieces and redo the remaining older portion. Dir. Romejko continued by stating there will be marketing efforts to draw more families in to provide feedback on the proposed playground equipment. This special meeting will take place in the Great Room of the Community Center with our regularly scheduled Board Meeting to follow in the same location.

SCHEDULE OF MEETINGS

Special Meeting – Countryside Park	February 13, 2024	6:00 PM
Regular Board Meeting	February 13, 2024	7:30 PM
Regular Board Meeting	February 27, 2024	7:30 PM

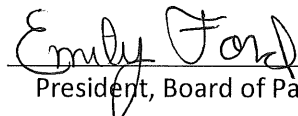
ADJOURNMENT

There being no further business to come before the Board on this date Comm. Cooley moved to adjourn the regular meeting. Comm. Postma seconded the motion at 8:25 PM. Motion was unanimously approved by all present.

AYES: 6
NAYS: 0
ABSENT: 1

Presented the 23th day of January 2024

Approved the 23th day of January 2024



President, Board of Park Commissioners

ATTEST:



Secretary, Board of Park Commissioners