

**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 **April 22, 2025**.

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

**COMMISSIONERS PRESENT**

Liz Bolash, President  
Jay Sullivan, Treasurer

Bill Cooley, Commissioner  
Emily Ford, Commissioner  
Christine Savino, Commissioner

**VIRTUAL ATTENDANCE**

Matt Postma, Commissioner

**COMMISSIONERS ABSENT**

Mark Votruba, Vice President

**STAFF PRESENT**

Nick Troy, Executive Director  
Conor Cahill, Supt. of Recreation  
Doug Haywood, Supt. of Finance & IT  
Brian McKenna, Supt. of Parks

Bob Veller, Supt. of Ice  
Tiffany Quattrocchi, Mgr. of Human Resources  
& Employee Engagement  
Liz Dalessandro, Recording Secretary

**VISITORS PRESENT**

None.

**SPECIAL BOARD ACTION**

None.

**RECOGNITION OF VISITORS**

None.

**CONSENT AGENDA**

Comm. Sullivan moved, seconded by Comm. Ford, to approve the Minutes from the Regular Board Meeting of April 8, 2025. The motion was approved on a voice vote as follows:

Ayes: Bolash, Cooley, Ford, Savino, Sullivan

Nays:

Abstain: Postma

Absent: Votruba

**FINANCE**

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

**A RESOLUTION PERTAINING TO THE APPROVAL OF BILLS**

**CHARGED TO THE GENERAL CORPORATE FUND ON APRIL 22, 2025**

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
15450	BSN Sports	\$4,015.82
15451	Comcast	\$5,765.08
15452	Current Technologies Corp	\$6,894.84
15453	Harris Computer Systems	\$4,935.74
15454	Lurvey Supply	\$2,065.50
15455	McCloud Aquatics	\$5,018.75
15456	National Business Furniture	\$6,480.86
15457	NICOR	\$2,847.41
15458	NWSRA	\$6,695.64
15459	On-Site Services US, Inc	\$5,446.87
15460	Playground Safe	\$7,200.00
15461	Porter Corp	\$21,326.02
15462	Sterling Network Integration	\$1,917.00
15463	Tee Jay Service Company	\$4,985.00
15464	TSA Productions	\$5,750.00
15465	Vans Enterprises Ltd	\$2,060.00
15466	Wilson Nurseries	\$1,328.80
15467	WT Group	\$4,950.00
Credit Card	City of Rolling Meadows	\$16,608.00

Total General fund Checks for April 22<sup>nd</sup> 2025

\$ 113,291.33

Presented the 22nd day of April 2025

AYES:  
NAYS:  
ABSENT:

Approved the 22nd day of April 2025

ATTEST:



Secretary, Board of Park Commissioners



President, Board of Park Commissioners

Comm. Cooley asked about the costs associated with the review of the Community Center Park Engineering Plan through the City of Rolling Meadows. Supt. McKenna advised that this cost was for a third-party reviewer, hired by the city, to review the plan. As there were no further questions, Comm. Bolash prompted a vote on the motion to approve the bills for payment. The motion was unanimously approved by all present.

**UNFINISHED OR CONTINUING BUSINESS**

Comm. Bolash introduced the next item on the agenda, an update on FY2024-25 Capital Projects, and asked Dir. Troy to discuss this item. Dir. Troy began by going over capital projects that were completed this fiscal year, including the new playground equipment at Countryside Park, renovation of the board room, the purchase of a new Olympia ice resurfacers, and the switch to CivicRec registration software. He then provided updates to the board on various capital projects that are in progress, such as the new

playground at Community Center, the ongoing Community Center Park Project, and the Park Central Roof Project. Dir. Troy commented on the transitional nature of the year and made himself available for questions. Comm. Bolash gave kudos to everyone for all of the completed projects. She was happy to have a review of the capital projects and finds the updates to be very helpful in budgeting discussions.

### **NEW BUSINESS**

Comm. Bolash introduced the first item of new business, approval of Resolution 2025-0401 to Approve the Transfer of Funds from the General Corporate Fund to the Capital Projects Fund, and asked Supt. Haywood to further discuss this item and he briefly went over our current policy for funds in reserve. Comm. Cooley moved, seconded by Comm. Sullivan, to approve Resolution 2025-0401 to Approve the Transfer of Funds from the General Corporate Fund to the Capital Projects Fund. Comm. The motion was unanimously approved by all present.

Comm. Bolash introduced the next item of new business, a review of the FY2025-26 Proposed Capital Budget. Dir. Troy highlighted capital projects in consideration for the upcoming fiscal year, including outdoor batting cages, riprap along sections of Salt Creek, Kimball Hill Park entrance pathway and restrooms, ADA Transition Plan items, Preschool flooring, new fire alarm panels, the District Master Plan, and more. He asked the Commissioners for feedback on the proposed capital projects, and there was lengthy topic discussion on these items. Dir. Troy thanked everyone for their feedback. He is happy for the discussion about these items, as it is very helpful in planning the budget.

Comm. Bolash introduced the final item of new business, Approval of the Updated Personnel Policy Manual. Comm. Sullivan moved, seconded by Comm. Ford, to approve the updated Personnel Policy Manual. Comm. Bolash opened the floor for questions or comments on the updated manual. As there were no questions or comments, the board proceeded to voting. The motion was unanimously approved by all present.

### **DEPARTMENT UPDATES**

#### **Administration:**

Supt. Haywood advised the board the budget will be back for approval at our annual meeting in five weeks. There were no additional comments outside of his report.

Mgr. Quattrocchi was happy to have the updated Personnel Policy Manual approved. She offered to answer any questions the board may have about her report, but there were none.

#### **Ice:**

Supt. Veller discussed the annual Ice Show that is coming up this weekend. He talked about the set-up scheduled for later in the week, followed by dress rehearsals, and then the shows. Supt. Veller is also excited about the new ticketing system this year through CivicRec. He went over his plans to cut down on entrance lines this year. Comm. Cooley asked if concessions would be at the event. Supt. Veller confirmed they would be there.

#### **Parks:**

Supt. McKenna provided an update regarding the Community Center Park Improvement Project and stated Hacienda Landscaping has been on site and working quickly. Supt. McKenna wanted to give them kudos as they have been very easy to work with, and he is happy with their work thus far. Dir. Troy wanted to give kudos to Supt. McKenna and his team for checking in with them and keeping him up to speed, as well. Supt. McKenna ended his report by following up with the board on some other projects, including a new

barrier at Waverly Park to keep runaway balls out of neighboring yards. He ended his report with updates to the board on other projects, including pond stock.

**Recreation:**

Supt. Cahill began by advising the board of grants that were received by the Athletics Team, including the PowerPlay! Grant, backed by the IAPD. He then proceeded to discuss the opening of registration for summer programs, the success of the Eggs Galore event, and the upcoming Community Cleanup Day. Supt. Cahill ended his report by giving kudos to his team for the program they were able to put together for Friday, April 18<sup>th</sup>, after local schools unexpectedly closed. Comm. Bolash was very pleased with the quick turnaround on the extra program and stated she received a lot of positive feedback from parents.

**REPORT OF OFFICERS**

President:  
None.

Vice President:  
None.

Treasurer:  
None.

Executive Director:  
Dir. Troy reminded the Commissioners of the May 1st due date to complete their Statements of Economic Interests. There was brief topic discussion regarding these forms. Dir. Troy then advised the board that the next manual that will be up for approval is the Administrative Policy Manual. He mentioned there were some minor changes, and once this manual is approved, it will allow more forward movement with the Distinguished Agency Accreditation process.

**MATTERS FROM COMMISSIONERS**

None.

**SCHEDULE OF MEETINGS**

Regular Board Meeting	May 13, 2025	7:30 PM
Regular Board Meeting	May 27, 2025	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. Sullivan seconded the motion at 8:50 PM. Motion was unanimously approved by all present.


AYES:  
NAYS:  
ABSENT:

Presented the 13th day of May 2025

Approved the 13nd day of May 2025

ATTEST:

  
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Secretary, Board of Park Commissioners

  
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President, Board of Park Commissioners