



**Buffalo Grove Park District  
Regular Board Meeting Minutes  
June 27, 2016**

Commissioners Present: Richard Drazner, Scott Jacobson, Adriane Johnson and Larry Reiner

Commissioner Absent: Jack Schmerer

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Parks and Risk Management Tim Howe, Director of Business and Human Resources John Short, Public Relations and Marketing Manager Mike Terson and Executive Assistant Martha Weiss

Attorney David Bloomberg was present.

Other Staff present: Summer Interns Hava Richmond, Frank Hahn and Jessica Warnick

**CALL TO ORDER**

**Roll Call**

President Drazner called the Regular Board Meeting to order at 6:15 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson and Reiner answered present.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Vice President Reiner moved to approve the Regular Board Meeting Agenda, with the deletion of IV. Resolution 16-6-1 because Dr. Dunkin will be attending the meeting in July, seconded by Commissioner Johnson and passed with a voice vote.

**INTRODUCTION OF GUESTS**

Summer Interns Jessica Warnick, Hava Richmond and Frank Hahn were welcomed.

**RESOLUTION 16-6-1 COMMENDING DR. THERESA DUNKIN ON HER RETIREMENT AS  
APTAKISIC-TRIPP ELEMENTARY DISTRICT 102 SUPERINTENDENT**

The resolution was deleted in the motion to approve the agenda.

**APPROVAL OF MINUTES**

**Approval of May 9, 2016 Workshop Minutes**

Commissioner Johnson moved to approve the May 9, 2016 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

**Approval of May 23, 2016 Workshop Minutes**

Commissioner Johnson moved to approve the May 23, 2016 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

**Approval of May 23, 2016 Annual Meeting Minutes**

Commissioner Johnson moved to approve the May 23, 2016 Annual Meeting Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

**TOPICS FROM THE FLOOR**

There were no Topics from the Floor.

**CORRESPONDENCE**

Executive Director Risinger reviewed the calendar of events; newspaper articles on the Flag Day celebration, the Relay for Life event, pool summer employment and the Broadway Buddies performance; the IAPD newsletter; and a letter from Openlands announcing that the Park District has received a ComEd Green Region Program grant in the amount of \$10,000 for the Restore Mike Rylko Project. Executive Director Risinger congratulated Director of Parks and Risk Management Tim Howe on the grant award, and Director Howe thanked Jeff Weiss for his help in writing the grant proposal.

**ATTORNEY'S REPORT**

Attorney Bloomberg informed the Board that his firm sent out an alert that the U.S. Department of Labor increased the annual salary threshold in the Fair Labor Standards Act from \$23,000 to \$47,000 for non-exempt employees, effective December 1, 2016. Director Short said that this change only affects one employee at the Park District. Attorney Bloomberg said that he reviews case law potentially affecting the risk management practices of the Park District and said that in tort cases, courts are looking at both the responses and the response times from when an agency becomes aware of a potential problem and responds.

**COMMITTEE ACTION ITEMS**

**Finance**

**Approval of the June Warrant 2016**

Commissioner Jacobson moved to approve the June Warrant 2016 in the amount of \$1,121,085.97, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSENT: Schmerer

**Approval of the May Year to Date Statement**

Commissioner Jacobson moved to approve the May Year to Date Statement, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSENT: Schmerer

**Approval of Ordinance 16-6-1 Prevailing Rate of Wages**

Commissioner Jacobson moved to approve Ordinance 16-6-1 Prevailing Rate of Wages, seconded by Commissioner Johnson. Commissioner Johnson commented that the wage chart will not be updated until July, 2016. Director Short said that the Department of Labor notified the district that the Ordinance should be passed with the July, 2015 paperwork. The motion was passed by a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSENT: Schmerer

**Approval of Purchase of Administration Vehicle**

Commissioner Jacobson moved to approve the purchase of a 2017 Ford Explorer from Wright Automotive Inc. of Hillsboro, Illinois for the price of \$26,500, seconded by Vice President Reiner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSENT: Schmerer

**Approval of Contract for Maintenance Service at the BGFC**

Commissioner Jacobson moved to approve the contract with Alpha Building Maintenance Services of Homer Glen, Illinois for maintenance service at the Buffalo Grove Fitness Center in the amount of \$14,336 a month, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSENT: Schmerer

**Consent Agenda**

Vice President Reiner moved to approve the Consent Agenda as presented, seconded by Commissioner Johnson and approved with a voice vote.

- a. 2016-17 Department Goals and Objectives
- b. 2016-17 Administrative Work Plan
- c. NWSRA Staff Benefits Policy

## EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Risinger reminded the Board about planning for the NRPA conference. He mentioned that the district had received a FOIA request from the Daily Herald regarding expenses for two NRPA conferences. He supplied the information and included the staff report of the continuing education learned at national conferences.

Director of Recreation and Facilities Heider reported that one of the new programs this summer is the archery program with three different age groups that has 17 participants. The district is offering a new track, field and fitness program at the new track at Woodland Park. He distributed a monthly report of fitness center members and the corresponding dollar amounts. There will be a fall mailing of the fitness center book to all residents. Director Heider mentioned that the receptions for the artists at the Reiner gallery were traditionally held on Mondays before the meetings and there was a discussion about changing the receptions to another day of the week.

Director of Parks and Risk Management Howe said that Risk Manager Beckmann is to be congratulated for obtaining a four star instructor certification with the Starfish Aquatics Institute. He thanked the parks staff for all the work at special events and he has received many compliments about them. He also thanked Intern Jessica Warnick for being the first risk management intern, that she has done very well and he appreciates her work.

Public Relations and Marketing Manager Terson said that he and Marketing Specialist Johns will be attending a session on branding sponsored by the Publicity Club of Chicago. Commissioner Johnson said that she received a compliment recently about Sponsorship Coordinator Friedman.

### OLD BUSINESS

There was no Old Business.

### NEW BUSINESS

There was no New Business.

### EXECUTIVE SESSION

There was no Executive Session.

### ADJOURNMENT

Commissioner Johnson moved to adjourn the Regular Board Meeting at 6:50 pm, seconded by Commissioner Jacobson and passed with a voice vote.

Respectfully submitted,

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Secretary