



**Buffalo Grove Park District Board of Commissioners
Regular Board Meeting Minutes
January 23, 2017**

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

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

Additional Staff Present: Recreation Manager TJ Wilkes

Attorney David Bloomberg was present

CALL TO ORDER

Roll Call

President Drazner called the Regular Board Meeting to order at 7:23 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson, Schmerer and Reiner answered present.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests to introduce.

APPROVAL OF BOARD MEETING AGENDA

Commissioner Schmerer moved to approve the Regular Board Meeting Agenda, seconded by Commissioner Johnson and passed with a voice vote.

EMPLOYEE RECOGNITIONS

Resolution 17-1-1 Commending Randy Croissant on 30 Years of Service

President Drazner read Resolution 17-1-1 into the record:

RESOLUTION 17-1-1 COMMENDING RANDY CROISSANT
ON 30 YEARS OF SERVICE TO THE
BUFFALO GROVE PARK DISTRICT

WHEREAS, Randy Croissant has served for 30 years with honor and distinction with the Buffalo Grove Park District since January 26, 1987 as the Park District Fleet Manager;

WHEREAS, the Buffalo Grove Park District Board of Park Commissioners appreciates his dedicated service that has allowed the District to continue to be recognized as an Illinois Distinguished Leisure Service Agency;

WHEREAS, Randy has been an integral part of the growth of the Park District and his continuing responsibilities include vehicle and equipment purchasing, the selling of surplus equipment, and most importantly his extreme attention to detail in maintaining the vehicles and equipment that make the Park District's fleet one of the best in Illinois;

WHEREAS, Randy has played an important role in winning a grant through PDRMA in creating a safer way to bring the golf balls to the second level at the dome; he is detailed in his equipment and vehicles records that helps in determining the needs of the department; and his fabrication skills on equipment is impeccable and has saved the district a lot of money throughout the years;

WHEREAS, Randy has planned and executed numerous training sessions for staff on the safe operation of vehicles and equipment, including the brush chipper, fork lift, and trailer safety;

WHEREAS, the success of the District is dependent upon employees like Randy who take pride in the Park District and in their individual and departmental 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 Randy Croissant be commended on behalf of the citizens of Buffalo Grove for his distinguished service to the Park District.
2. That this Resolution be presented to Randy with best wishes in his career.

DATED AT BUFFALO GROVE, ILLINOIS THIS 23rd DAY OF JANUARY, 2017.

Commissioner Schmerer moved to approve Resolution 17-1-1, seconded by Commissioner Reiner and passed with a voice vote. The resolution will be presented to Fleet Manager Croissant at the next full time staff meeting.

Resolution 17-1-2 Commending TJ Wilkes on 15 Years of Service

Commissioner Schmerer moved to approve Resolution 17-1-2, seconded by Commissioner Johnson and passed with a voice vote. President Drazner read Resolution 17-1-2:

RESOLUTION 17-1-2 COMMENDING THOMAS (TJ) WILKES ON
15 YEARS OF SERVICE TO THE
BUFFALO GROVE PARK DISTRICT

WHEREAS, Thomas (TJ) Wilkes was first employed by the Buffalo Grove Park District as a part-time Athletic Assistant in May of 2001, hired as a full-time Recreation Supervisor in January of 2002, and most recently was promoted to Recreation Manager in October 2015;

WHEREAS, as Recreation Manager, TJ has obtained his Food Service Sanitation License, is responsible for concession operations at Willow Stream Park and Pool and Spray 'N Play, including but not limited to, ordering, contracts, delivery, selecting vendors, product marketing and equipment maintenance;

WHEREAS, TJ's commitment and dedication to his new role have resulted in the growth of revenue in concession operations as well as a new approach to delivering service for staff and their special events;

WHEREAS, TJ's passion for sports led to the success of many athletic leagues and programs such as Youth Flag Football, Girls Travel Softball, Adult Softball, Youth and Adult Karate, Gymnastics and the Buffalo Grove Stampede;

WHEREAS, because of his loyalty to the Park District and to his fellow staff, TJ plays a significant role in special events such as, but not limited to, Fitness Center Picnic, Senior Events, National Night Out, Family Campout and Adult Softball Tournaments;

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

1. That TJ Wilkes be commended on behalf of the citizens of Buffalo Grove for his distinguished career at the Buffalo Grove Park District.
2. That this resolution be presented to TJ with best wishes on his future.

DATED AT BUFFALO GROVE, ILLINOIS THIS 23rd DAY OF JANUARY, 2017.

Recreation Manager Wilkes thanked the Board and said that the Park District is a great place to work because of the great co-workers and great Board. He thanked the Board members, the staff and his mentors for their support during the fifteen years he has been at the district and he said he is looking forward to another fifteen years at the district. President Drazner said that the strength of the Park District is dependent upon the quality and professionalism of its employees and the longevity of the employees adds to the excellence of the district.

APPROVAL OF MINUTES

Approval of December 12, 2016 Public Hearing Minutes

Commissioner Johnson moved to approve the December 12, 2016 Public Hearing Minutes, seconded by Commissioner Schmerer and passed with a voice vote, with Vice President Reiner abstaining.

Approval of December 12, 2016 Workshop Minutes

Commissioner Johnson moved to approve the December 12, 2016 Workshop Minutes, seconded by Commissioner Schmerer and passed with a voice vote, with Vice President Reiner abstaining.

Approval of December 12, 2016 Regular Board Meeting Minutes

Commissioner Johnson moved to approve the December 12, 2016 Regular Board Meeting Minutes, seconded by Commissioner Schmerer and passed with a voice vote, with Vice President Reiner abstaining.

TOPICS FROM THE FLOOR

There were no Topics from the Floor.

CORRESPONDENCE

Executive Director Risinger reviewed the correspondence, including an invitation to the Lake County Joint Legislative Committee breakfast on March 3rd, the Cook County Legislative Breakfast on February 3rd, an invitation to the open house for Congressman Raja Krishnamoorthi on January 27, an invitation to the Lake Cook Corridor Market Study and Plan public meeting on February 7th and a newspaper article on the district's first Winterfest event.

ATTORNEY'S REPORT

Attorney Bloomberg reported that he reviewed the issue concerning the golf dome bids and recommends that the Board pass the resolution for the district to reject all bids and re-bid the project.

COMMITTEE ACTION ITEMS

Finance

Approval of the January Warrant 2017

Commissioner Jacobson moved to approve the January Warrant 2017 in the amount of \$4,245,751.33, seconded by Commissioner Schmerer and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Schmerer and Reiner

NAYS: 0

ABSENT: 0

Approval of the December Financial Statement and the December Year to Date Statement

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

AYES: Drazner, Jacobson, Johnson, Schmerer and Reiner

NAYS: 0

ABSENT: 0

Approval of Resolution 17-1-3 Rejecting Bids for the Golf Dome and Authorizing New Invitation for Bids

Commissioner Jacobson moved to approve Resolution 17-1-3 Rejecting Bids for the Golf Dome and Authorizing New Invitation for Bids, seconded by Vice President Reiner and passed with a roll call vote.

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

Consent Agenda

Commissioner Schmerer moved to approve the Consent Agenda as presented, seconded by Commissioner Jacobson and passed with a voice vote.

- i. Background Check Policy

EXECUTIVE DIRECTOR’S REPORT AND DEPARTMENT OPERATION REPORTS

Executive Director Risinger added to his report that he has submitted a request for reimbursement to NWSRA for the ADA portion of the district’s projects and he thanked staff for their help preparing the list. He also thanked the Board for encouraging staff to attend state conference. President Drazner asked what the next steps will be since the master plan is complete, and Executive Director Risinger said that staff will closely review the master plan and in the coming year, he will be looking into a strategic planning process and an ADA transition plan. Director of Recreation and Facilities Heider thanked the Board and said it is exceptional that the Board allows the staff to attend the conference where they learn so much and are able to network with other recreation professionals. Commissioner Schmerer said that the Board encourages staff to attend state conference because of the many benefits. Director of Business and Human Resources Short thanked the Board for the opportunity to attend state conference. Director of Parks and Risk Management Howe said he will be attending the Sports Turf Managers Association Conference. He reported that a new full time facility technician, Doug Rees, has started with the district. Public Relations and Marketing Manager Terson thanked the Board for the culture that they provide staff to take advantage of educational opportunities. The Board congratulated him because his photo received First Place in the Give Us Your Best Shot Contest at state conference.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Vice President Reiner asked staff to look into alternate commissioner educational opportunities because of the conflict that the NRPA conference has with religious holidays.

EXECUTIVE SESSION

Commissioner Johnson moved to enter into Executive Session for the purpose of Six-Month Review of Executive Session Minutes at 7:52 pm, seconded by Commissioner Schmerer and passed with a roll call vote.

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

**MOTION TO ADJOURN EXECUTIVE SESSION AND
RETURN TO REGULAR BOARD MEETING**

Commissioner Schmerer moved to adjourn the Executive Session and return to the Regular Board Meeting at 7:55 pm, seconded by Commissioner Jacobson and passed with a roll call vote.

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

POSSIBLE ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

Vice President Reiner moved to approve the following Executive Session Minutes for content and moved that they should remain closed for public inspection because the need for confidentiality still exists as to all or part of the minutes: August 22, 2016; October 24, 2016; and November 28, 2016, seconded by Commissioner Johnson and passed with a roll call vote.

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

Commissioner Jacobson moved to approve the following Executive Session Minutes for content and to release them to the public: July 11, 2016, seconded by Commissioner Schmerer and passed with a roll call vote.

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

ADJOURNMENT

Commissioner Jacobson moved to adjourn the Regular Board Meeting at 7:57 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

Secretary