



**Buffalo Grove Park District Board of Commissioners  
Board Meeting/Finance Workshop Minutes  
March 26, 2018  
Alcott Center, 530 Bernard Drive, Buffalo Grove, IL**

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 and Director of Business and Human Resources John Short

**CALL TO ORDER**

**Roll Call**

Vice President Reiner called the Board Meeting to order at 6:36 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson 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 THE BOARD MEETING AGENDA**

Commissioner Drazner moved to approve the Board Meeting Agenda, seconded by Commissioner Jacobson and approved with a voice vote.

**APPROVAL OF MINUTES**

**Approval of February 12, 2018 Workshop Minutes**

Commissioner Drazner moved to approve the February 12, 2018 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

**Approval of February 26, 2018 Workshop Minutes**

Commissioner Drazner moved to approve the February 26, 2018 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

**Approval of February 26, 2018 Regular Board Meeting Minutes**

Commissioner Drazner moved to approve the February 26, 2018 Regular Board 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 written correspondence, including two articles about Vice President Reiner and his accomplishments, and a newspaper article about the district’s statewide recognition. He also has received a letter from IDNR stating that the district’s partial reimbursement of the PARC grant for the Community Arts Center has been approved.

**ATTORNEY’S REPORT**

There was no Attorney’s Report.

**COMMITTEE ACTION ITEMS**

**Finance**

**Approval of March Warrant 2018**

Commissioner Jacobson moved to approve the March Warrant 2018 in the amount of \$1,353,612.86, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Schmerer

**Approval of February Financial Statement and February Year to Date Statement**

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

AYES: Drazner, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Schmerer

**Approval of 2018 T-shirt Bid**

Commissioner Jacobson moved to approve the 2018 T-shirt bid from Sharp Sports of Shorewood, Illinois in the amount of \$21,867.83, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Schmerer

**Policy and Legislation**

**Approval of the Park, Facility, and Amenity Naming Policy Revisions**

Vice President Reiner moved to approve the Park, Facility and Amenity Naming Policy Revisions as amended to delete the word “citizens” in Section I-a, seconded by Commissioner Johnson and passed with a voice vote.

**Approval of the General Use Ordinance Book Revisions**

Vice President Reiner moved to approve the General Use Ordinance Book Revisions, subject to the approval of the district attorney and the Executive Director, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Schmerer

**Approval of Sponsorship Policy**

Vice President Reiner moved to approve the revised Sponsorship Policy, seconded by Commissioner Johnson and passed with a voice vote.

Commissioner Johnson reviewed the Board’s schedule for the Executive Director’s annual evaluation.

**EXECUTIVE DIRECTORS REPORT AND DEPARTMENT OPERATION REPORTS**

Executive Director Risinger reminded the Board about the ALICE online training that they can take if they desire, and the link was contained in the email to them. He received the approval from the Army Corp of Engineers for the pier project that is moving forward with Upland Design, as well as the planning of Prairie Grove Park. Executive Director Risinger received an email from Village staff regarding their plans to create public body liaisons to their Village Board. The Village staff will present the current development plan for the Lake Cook Corridor at a future Park Board meeting. Director Heider said that a cultural arts fair at the Community Arts Center will be next fiscal year’s NRPA Park Champion event. Commissioner Johnson suggested that the Grand Opening of the Community Arts Center on June 24<sup>th</sup> can also be a Park Champion event. Director of Business and Human Resources Short commented that Lake County confirmed the numbers for the preliminary tax extension that were given previously. He also mentioned that Standard and Poor’s raised the debit rating for the Community Arts Center to AA+.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

There was no New Business.

**EXECUTIVE SESSION**

There was no Executive Session.

**ADJOURNMENT**

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

## Finance Workshop Minutes

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 and Director of Business and Human Resources John Short

### CALL TO ORDER

#### **Roll Call**

Vice President Reiner called the Finance Workshop to order at 7 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson and Reiner answered present

### FINANCE

#### **Fiscal Year 2018-19 Budget Workshop**

Executive Director Risinger and Director Short reviewed the following sections of the proposed budget: Corporate Administration, Corporate Maintenance, Insurance and Capital. Vice President Reiner suggested that staff look at some possible cost savings regarding the employee's health insurance costs. Executive Director Risinger reviewed the capital projects and purchases that are included in the budget and there was a discussion about planned park renovations. Executive Director Risinger thanked all the staff who worked hard to prepare the budget.

### ADJOURNMENT

Commissioner Drazner moved to adjourn the Finance Workshop at 7:25 pm, seconded by Commissioner Jacobson and passed with a voice vote.

Respectfully submitted,

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Secretary