



BUFFALO
GROVE
PARK
DISTRICT

Buffalo Grove Park District Board of Commissioners
Annual Meeting Minutes
May 29, 2018
Alcott Center, 530 Bernard Drive, Buffalo Grove, IL

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

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 and Executive Assistants Martha Weiss and Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

Roll Call

President Schmerer called the meeting to order at 6:16 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson, Reiner and Schmerer answered present.

PLEDGE OF ALLIGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF AGENDA

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

INTRODUCTION OF GUESTS

Guests were previously introduced.

RECOGNITION RESOLUTIONS

President Schmerer read Resolution 18-5-2 Commending Marcelo Oliver on His Retirement from Coaching the Hurricanes Swim Team. Mr. Oliver mentioned that he swam on the team when he was six years old in 1974. He also was a lifeguard during his teen years. He

commended the Park District for being so supportive over the years and will now have more time to focus on his medical illustration business.

Commissioner Drazner moved to approve Resolution 18-5-2 Commending Marcelo Oliver on His Retirement from Coaching the Hurricanes Swim Team, seconded by Commissioner Johnson and passed with a voice vote.

Commissioner Reiner moved to approve Resolution 18-5-3 Commending Tom Hoffman on 20 Years of Service to the Buffalo Grove Park District, seconded by Commissioner Johnson and passed with a voice vote.

APPROVAL OF MINUTES

Approval of April 9, 2018 Workshop Minutes

Commissioner Drazner moved to approve the April 9, 2018 Workshop Minutes, seconded by Vice President Jacobson and passed with a voice vote.

Approval of April 23, 2018 Public Hearing Minutes

Commissioner Drazner moved to approve the April 23, 2018 Public Hearing Minutes, seconded by Vice President Jacobson and passed with a voice vote.

Approval of April 23, 2018 Workshop Minutes

Commissioner Drazner moved to approve the April 23, 2018 Workshop Minutes, seconded by Vice President Jacobson and passed with a voice vote.

Approval of April 23, 2018 Regular Board Meeting Minutes

Commissioner Drazner moved to approve the April 23, 2018 Regular Board Meeting Minutes, seconded by Vice President Jacobson and passed with a voice vote.

TOPICS FROM THE FLOOR

There were no Topics From the Floor.

CORRESPONDENCE

There was no written correspondence. Commissioner Reiner commended Executive Director Risinger on the outstanding Rotary/SLFS golf outing he attended. Executive Director Risinger said he would pass on the compliment to the organizers and staff and is proud that the effort raised \$36,000.00.

ATTORNEY'S REPORT

Attorney David Bloomberg said that he reviewed and worked with Ryan on the Temporary Easements Agreement for Lake County for the Weiland Road improvements. He and Ryan also worked together on the Athletico Lease Agreement at the Fitness Center.

COMMITTEE ACTION ITEMS

Finance

Approval of May Warrant 2018

Vice President Jacobson moved to approve the May Warrant 2018 in the amount of \$2,032,180.22, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

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

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

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

Approval of the Board Travel/Conference Expense for May 2018

Vice President Jacobson moved to approve the Board Travel/Conference Expense for May 2018 in the amount of \$1,288.13, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

Approval of the Bid for Mill Creek Park Site Improvement

Vice President Jacobson moved to approve the Mill Creek Park Site Improvement Bid from Copenhaver Construction of Gilberts, IL in the amount of \$146,985.00, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

Approval of the Bid for Mirielle and Rylko Site Improvements

Vice President Jacobson moved to approve the Mirielle and Rylko Site Improvements Bid from Chicagoland Paving of Lake Zurich, IL in the amount of \$594,790.00, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

Approval of the Bid for the Green Lake Park Deck

Vice President Jacobson moved to approve the Green Lake Park Deck Bid from Copenhaver Construction, Inc. of Gilberts, IL in the amount of \$94,124.00, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

Approval of the Bid for the Emmerich Roof Replacement

Vice President Jacobson moved to approve the Emmerich Roof Replacement Bid from F.H. Paschen & SN Neilson & Associates, LLC of Chicago, IL in the amount of \$148,966.63, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAS: 0

Approval of Resolution 18-5-1 Requesting Permission to Close a Portion of Route 83 for a Local Race

Vice President Jacobson moved to approve Resolution 18-5-1 Requesting permission to Close a Portion of Route 83 for a Local Race, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

Consent Agenda

Commissioner Johnson moved to approve the Consent Agenda as proposed:

1. 2017-2018 Quarter D Department Goals and Objectives
2. 2017-2018 Quarter D Administrative Work Plan Report
3. Budget Calendar for Fiscal Year 2019-20

The motion was seconded by Vice President Jacobson and passed with a voice vote.

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATION REPORTS

Executive Director Risinger reminded the Board that he would like to know if they are attending the NRPA Conference in Indianapolis in September. Commissioners Drazner and Schmerer cannot attend, Vice President Jacobson and Commissioner Johnson can attend, and Commissioner Reiner will let him know. Executive Director Risinger said that he is working on extending the lease with Athletico at the Fitness Center. He would like to complete this work by the end of the month and is working with Attorney Bloomberg on it. He asked the Board's permission to move forward with the lease, noting that former Executive Director, Dan Schimmel, signed the previous agreement without the Board voting on it. The Board agreed to allow Executive Director Risinger to sign the lease. He reminded the Board of our Flag Day event on June 14. He and Director Short had a successful meeting with three representatives from Wintrust Bank last week at the CAC to discuss the possibility of sponsorship. We are also working with State Representative Jonathan Carroll's office on holding a shredding event on June 30 in the parking lot of the Golf Dome. Risk Manager Dani Hoefle is working on gathering the risk and legal documents needed from them prior to holding the event.

Director of Recreation and Facilities Bill Heider thanked Superintendent of Recreation Erika Strojinc for preparing his Operations report while he was on vacation. Vice President Jacobson asked if we are still on the right track with membership at the Fitness Center. Director Short said this is a normal ebb and flow for the facility. Director Heider also

mentioned that the Golf Dome did really well this past year and that Recreation Supervisor Laura Husko had a baby boy, Emmett Wylie, last Wednesday.

Director Short said that we received the first Park Grant check for the CAC and should be in good shape when the auditors arrive in July.

Director Howe said that they have many projects going on this summer and have had an influx of college kids working as part-timers which has helped with the work load.

Public Relations and Marketing Manager Mike Terson asked if the Board had any questions about his report and none were asked.

ELECTION OF OFFICERS FOR FISCAL YEAR 2018-2019

President

Commissioner Drazner nominated Vice President Jacobson to be Board President for fiscal year 2018-19, seconded by Commissioner Reiner and passed with a voice vote.

Vice President

Commissioner Drazner nominated Commissioner Johnson to be Board Vice President for the fiscal year 2018-19, seconded by President Jacobson and approved with a voice vote.

ANNUAL APPOINTMENTS FOR FISCAL YEAR 2018-19

Treasurer

President Jacobson appointed Commissioner Drazner as Treasurer for the Fiscal Year 2018-19.

Legal Counsel

President Jacobson appointed the law firm of Chuhak and Tecson with lead counsel of Steven Bloomberg and David Bloomberg for the Fiscal Year 2018-19.

Executive Director

President Jacobson appointed Ryan Risinger as the Executive Director for the Fiscal Year 2018-19.

Vice President Johnson moved to approve the appointments made by President Jacobson for Treasurer, Legal Counsel and Executive Director of the Park District for the Fiscal Year 2018-19, seconded by Commissioner Reiner and approved with a voice vote.

President Jacobson made the following staff appointments:

- a. Park Board Secretary – Ryan Risinger
- b. NWSRA Board Representative – Ryan Risinger and Bill Heider as the alternate
- c. PDRMA Representative – Dani Hoefle and Tim Beckmann as the alternate
- d. ADA Compliance Officer – Tim Beckmann
- e. FOIA Officers – Ryan Risinger, John Short, Mike Terson and Beth Wanland

- f. OMA Officers –Ryan Risinger, John Short, Bill Heider, Tim Howe, Mike Terson and Beth Wanland
- g. Finance Compliance Officer – John Short
- h. Assistant Treasurer - John Short
- i. Friends of the Parks Foundation Board Member – Ryan Risinger

Vice President Johnson moved to approve the staff appointments made by President Jacobson, seconded by Commissioner Reiner and passed with a voice vote.

PRESIDENT’S COMMITTEE CHAIR APPOINTMENTS FOR FISCAL YEAR 2018-19

President Jacobson appointed the following committee chairs:

- a. Park Development – President Jacobson
- b. Policy and Legislation – Commissioner Reiner
- c. Recreation – Commissioner Schmerer
- d. Public Relations – Vice President Johnson
- e. Finance – Commissioner Drazner
- f. Personnel – Vice President Johnson and Commissioner Reiner
- g. Ethics Advisor – Commissioner Reiner
- h. IAPD Key Contact – Commissioner Reiner

Commissioner Drazner moved to approve President Jacobson’s chair appointments, seconded by Vice President Johnson and passed with a voice vote.

PARK BOARD LIAISON APPOINTMENTS FOR FISCAL YEAR 2018-19

President Jacobson appointed the following liaisons:

- a. Village Board – President Jacobson
- b. Village Plan and Zoning Commission – Commissioner Drazner
- c. Friends of the Parks Foundation – Commissioner Schmerer
- d. Environmental Action Team – Vice President Johnson

Vice President Johnson moved to approve the Park Board liaison appointments, seconded by Commissioner Schmerer and passed with a voice vote.

RECOGNITION OF JACK SCHMERER AS PRESIDENT OF THE BUFFALO GROVE PARK BOARD OF COMMISSIONERS FROM MAY 2017 – MAY 2018

President Jacobson thanked former President Schmerer for his service and his upbeat attitude and looking at things as a glass half full not a glass half empty. He said that he has big shoes to fill and has learned a lot from him. We are recognized at the state and national level as a premier Park District and a lot of that recognition has come from Commissioner Schmerer’s leadership.

Commissioner Reiner presented Commissioner Schmerer with a pen and business card desk set and added that former President Schmerer encouraged all Board members to recognize and respect each other and that he has epitomized what a Board member should be here and on the IAPD Board. Vice President Johnson said that former President Schmerer keeps things in perspective and he makes all of us better. At the end of the day we are here to serve the people of Buffalo Grove and Commissioner

Schmerer always remembers this and it has been an honor to serve with him on the IAPD Board and as a Commissioner for the Buffalo Grove Park District. Commissioner Drazner thanked him for his time and service and said that he has looked at him as a Board member to look up to. Commissioner Schmerer thanked the Board and said that over the years, together, we have made this town a better place to live.

Executive Director Risinger thanked Administrative Assistant Martha Weiss for her experience and her help in assisting him with the transition into his position. He wished her well in her retirement.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

Vice President Johnson moved to adjourn the Annual Meeting at 6:56 pm, seconded by Commissioner Drazner and passed with a voice vote.

Respectfully submitted,

Secretary