



Buffalo Grove Park District Board of Commissioners  
Regular Board Meeting Minutes  
April 22, 2019  
Alcott Center, 530 Bernard Drive, Buffalo Grove, IL

Commissioners Present: Tracy Bragg, Scott Jacobson, Adriane Johnson and Larry Reiner

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Business Services and Human Resources John Short, Director of Parks and Planning Tim Howe, Public Relations and Marketing Manager Mike Terson and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

**CALL TO ORDER**

**Roll Call**

President Jacobson called the Regular Board Meeting to order at 6:36 pm. The roll was called and Commissioners Bragg, Jacobson, Johnson and Reiner answered present.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**INTRODUCTION OF GUESTS**

Joel Blatt, a Buffalo Grove resident, was in attendance to observe.

**APPROVAL OF THE BOARD MEETING AGENDA**

Commissioner Reiner suggested the 2019-20 Fiscal Year Calendar is removed from the Consent Agenda and added to Policy and Legislation to be approved as amended.

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

**APPROVAL OF RESOLUTION 19-4-2 APPOINTMENT OF TREASURER  
AND CHIEF FISCAL OFFICER**

Executive Director Risinger said that this appointment is temporary and can be changed for the next Fiscal Year at the Annual Meeting. Commissioner Reiner moved to approve Resolution 19-4-2 Appointment of Director Short as Treasurer of the Board, seconded by Vice-President Johnson and passed with a roll call vote.

AYES: Bragg, Johnson, Jacobson and Reiner  
NAYS: 0  
ABSTAIN: 0

## APPROVAL OF MINUTES

### **Approval of March 11, 2019 Workshop Minutes**

Vice-President Johnson moved to approve the March 11, 2019 Workshop Minutes, seconded by Commissioner Reiner and passed with a voice vote.

### **Approval of March 25, 2019 Workshop Minutes**

Vice-President Johnson moved to approve the March 25, 2019 Workshop Minutes, seconded by Commissioner Reiner and passed with a voice vote. Commissioner Bragg abstained.

### **Approval of March 25, 2019 Regular Board Meeting Minutes**

Vice-President Johnson moved to approve the March 25, 2019 Regular Board Meeting Minutes, seconded by Commissioner Reiner and passed with a voice vote. Commissioner Bragg abstained.

## TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

## CORRESPONDENCE

There was no correspondence discussed.

## ATTORNEY'S REPORT

Attorney Bloomberg had no report.

## COMMITTEE ACTION ITEMS

### Finance

#### **Approval of April Warrant 2019**

Vice-President Johnson moved to approve the April 2019 Warrant in the amount of \$1,340,502.36, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

#### **Approval of the March Financial Statement and the March Year to Date Statement**

Vice-President Johnson moved to approve the March Financial Statement and the March Year to Date Statement, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

#### **Approval of the Combined Budget and Appropriation Ordinance 19-4-1 for Fiscal Year 2019-20**

Vice-President Johnson moved to approve the Combined Budget and Appropriation Ordinance 19-4-1 for Fiscal Year 2019-20, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

**Approval of Resolution 19-4-1 Buffalo Grove Road Easements and Quitclaim Deed**

Vice-President Johnson moved to approve Resolution 19-4-1 Buffalo Grove Road Easements and Quitclaim Deed, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

**Approval of the Rolling Hills Playground Installation and Poured-In-Place Surface**

Vice-President Johnson moved to approve the installation of playground equipment and poured-in-place surface for Rolling Hills Park in the amount of \$110,867.00 through Sourcewell Co-op (formerly NJPA) out of Staples, Minnesota, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

**Policy and Legislation**

**Approval of Ordinance 19-4-2 Identity Protection Policy**

Commissioner Reiner moved to approve Ordinance 19-4-2 Identity Protection Policy as presented, seconded by Vice-President Johnson and passed with a voice vote.

**Approval of the Social Media Policy**

Commissioner Reiner moved to approve the Social Media Policy, seconded by Commissioner Bragg and passed with a voice call vote

**2019-20 Fiscal Year Meeting Calendar**

Commissioner Reiner moved to approve the 2019-20 Fiscal year Meeting Calendar as amended, seconded by Vice-President Johnson and passed with a voice vote.

**CONSENT AGENDA**

Commissioner Bragg moved to approve the Consent Agenda as proposed:

- A. Administrative Schedule
- B. 2019-20 Organizational Chart
- C. ADA Transition Plan
- D. Master Plan Review

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

**EXECUTIVE DIRECTOR’S REPORT AND DEPARTMENT OPERATION REPORTS**

Executive Director Risinger reminded the Board they are invited to attend an event at Veterans Park on Saturday, May 11 at 11:30 am. Jenna Weiner, a resident of Buffalo Grove is being commissioned as a 2<sup>nd</sup> Lieutenant in the United States Marine Corps. She will be celebrating with her family and friends and has invited the Board to attend. Executive Director Risinger said he has written all legislators regarding the capital bill that is out requesting financial assistance for our many projects. He noted that the Annual Pre-School Teacher Appreciation luncheon invitation was handed out. The luncheon is on Wednesday, May 29 at Countyline Tavern from 12 – 3 pm. Executive Director Risinger and Director Howe are attending a ribbon-cutting ceremony on behalf of Rotary for the trees

that were donated to the Buffalo Creek Nature Preserve. He also invited the Board to attend a ribbon-cutting ceremony for the beautification at Green Lake Park on Thursday, June 6 at 6 pm. This is a tentative date and time.

Director Howe announced that Crew Chief Dan Anderson got his CPRP and Risk Manager Dani Hoefle got her CPSI for playgrounds. He said the Fitness Center renovation is moving along well and tile is being set in the women's locker room. The estimated completion date is May 10 and the contractor will immediately move to renovate the men's locker room. Work on Mirielle and Rylko Park courts began today.

Director Short said that the 2018 Lake County Equalized Assessed Valuation had a slight increase of 1.99%. The Park District's Lake County tax rate decreased .38% for fiscal year 2019-20.

Public Relations and Marketing Manger Mike Terson said the marketing and parks departments are working on a sign replacement project. New signs at the CAC, Churchill, Weidner and Veterans Parks are coming soon. We will continue to replace four to five signs per year.

Vice-President Johnson congratulated the dance team on all the awards they won at a recent dance competition. She also congratulated Wendy Friedman on her new position of Partnerships and Communications Specialist and commended her on the great sponsorship work she is doing. She said that the graphics the marketing department creates for performances are fantastic.

#### OLD BUSINESS

There was no Old Business discussed.

#### NEW BUSINESS

There was no New Business discussed.

#### EXECUTIVE SESSION

President Reiner moved to enter into Executive Session for the purpose of Personnel and Imminent Litigation at 6:56 pm, seconded by Vice-President Johnson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

#### MOTION TO ADJOURN EXECUTIVE SESSION AND RETURN TO THE REGULAR BOARD MEETING

Vice-President Johnson moved to adjourn Executive Session and return to the Regular Board meeting at 7:56 pm, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

#### ACTION TAKEN IN EXECUTIVE SESSION

Vice-President Johnson moved to approve the Executive Director's performance evaluation and salary recommendation, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

ADJOURNMENT

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

Respectfully submitted,

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Secretary