



**Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
October 28, 2019**

Commissioners Present: Tracy Bragg, Steve Cummins, Scott Jacobson and Adriane Johnson
Commissioner Absent: 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 Johnson called the Regular Board Meeting to order at 6:10 pm. The roll was called and Commissioners Bragg, Cummins, Jacobson and Johnson answered present.

INTRODUCTION OF GUESTS

Elizabeth Hennessy from Raymond James & Associates, Inc. and Jim and Kyoko Popjoy, residents of Buffalo Grove, were introduced.

APPROVAL OF REGULAR BOARD MEETING AGENDA

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

APPROVAL OF MINUTES

Approval of the August 12, 2019 Workshop Minutes

The August 12, 2019 Workshop Minutes could not be approved due to a lack of quorum needed from commissioners in attendance eligible to vote.

Approval of the September 4, 2019 Special Meeting Minutes

Commissioner Bragg moved to approve the September 4, 2019 Special Meeting Minutes, seconded by Commissioner Cummins and passed with a voice vote.

Approval of the September 16, 2019 Special Meeting Minutes

The September 16, 2019 Special Meeting Minutes could not be approved due to a lack of quorum needed from commissioners in attendance eligible to vote.

Approval of the September 16, 2019 Workshop Minutes

The September 16, 2019 Workshop Minutes could not be approved due to a lack of quorum needed from commissioners in attendance eligible to vote.

Approval of the September 16, 2019 Public Hearing/Regular Meeting Minutes

The September 16, 2019 Public Hearing/Regular Meeting Minutes could not be approved due to a lack of quorum needed from commissioners in attendance eligible to vote.

TOPICS FROM THE FLOOR

Kyoko Popjoy is a resident of Buffalo Grove and retired teacher from District 128. Mrs. Popjoy addressed the board expressing her passionate desire to teach a shorthand class at the Buffalo Grove Park District. She said there have been studies done that prove shorthand can benefit people with dementia. Executive Director Risinger said that he will work with Director Heider and propose the class to staff to see if the Park District can incorporate a class of this sort in the future.

CORRESPONDENCE

Executive Director Risinger reviewed the correspondence which included a thank you from the Arlington Heights Park Foundation for a donation the Buffalo Grove Park District made to their golf outing. There was also a thank you note from President Johnson for the birthday cake served in her honor at the last board meeting.

ATTORNEY'S REPORT

Attorney David Bloomberg had no report.

COMMITTEE ACTION ITEMS

Finance

Approval of the October Warrant 2019

Commissioner Bragg moved to approve the October Warrant 2019 in the amount of \$1,799,505.25, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

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

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

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Approval of Resolution 19-10-2 2019 Tax Levy Estimate

Commissioner Bragg moved to approve Resolution 19-10-2 2019 Tax Levy Estimate, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Approval of Resolution 19-10-3 Bond Disclosure

Commissioner Bragg moved to approve Resolution 19-10-3 Bond Disclosure, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Approval of Ordinance 19-10-1 General Obligation Tax Bonds

Commissioner Bragg moved to approve Ordinance 19-10-1 providing for the issue of not to exceed \$1,705,000 General Obligation Limited Tax Park Bonds, Series 2019, for park improvements, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Raymond James & Associates, Inc., seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Approval of Ordinance 19-10-2 Tax Abatement

Commissioner Bragg moved to approve Ordinance 19-10-2 Tax Abatement, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Approval of Ordinance 19-10-3 Tax Abatement

Commissioner Bragg moved to approve Ordinance 19-10-3 Tax Abatement, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Approval of Resolution 19-10-4 Harris Bank Accounts

Commissioner Bragg moved to approve Resolution 19-10-4 Harris Bank Accounts, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Approval of Resolution 19-10-5 Wintrust Bank Accounts

Commissioner Bragg moved to approve Resolution 19-10-5 Wintrust Bank Accounts, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

Employee Resolution Acknowledgement

Commissioner Bragg moved to approve Resolution 19-10-1 Commending Public Relations and Marketing Manager Mike Terson on 15 Years of Service, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Bragg, Cummins, Johnson and Jacobson

NAYS: 0

ABSENT: Reiner

CONSENT AGENDA

Executive Director Risinger followed up with the Board on prior discussion regarding the Intergovernmental Agreement for the Grant Writer Proposal. He said he confirmed that any monies upfront would be split three ways between the agencies. Whichever agency receives the grant will pay the grant award commission percentage based on the amount of the grant awarded. He confirmed that this is only for grants moving forward and also confirmed that the consultant recommended has been well vetted and if we are not happy with his services, we can terminate the agreement.

Executive Director Risinger said the NWSRA Consent Agenda item is only for approval to move forward with an intergovernmental agreement on which he will work with Attorney Bloomberg. He noted Vice President Reiner's concern voiced at the last board meeting that attention is paid to utility bills and out of pocket expenses and Executive Director Risinger assured the board these concerns will be addressed in the agreement. He will come to the board for final approval once the final agreement is proposed.

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

- IAPD Credentials
- 2020-21 Preschool Fees
- Grant Writer Proposal
- NWSRA Pursuit Proposal

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Risinger said that he has been doing a lot of Distinguished Agency reviews and we are finishing preparation for our own November 7 review. The review committee asked that if the Board is available at the lunch hour, they would prefer to have them drop by then, rather than the 8 am time previously discussed. He also thanked the board for the opportunity to attend the NRPA conference in Baltimore.

Director Heider thanked Superintendent of Recreation Chris Eckert for putting together the Rec Staff Operational Report in his absence. He echoed what Executive Director Risinger said thanking the Board for allowing him and his staff to attend conference in Baltimore. He added that conference is well-received by staff and a great learning and networking experience for them. Lastly, Director Heider thanked the board and staff for the beautiful flowers sent in memory of his brother.

Director Short said the museum grant is moving along and he is hopeful it will conclude in the next couple of months. He added that we received the rebate check for the p-card program. The refund was just under 1% and he said the staff is using their p-cards well.

President Johnson said that she got to spend quality time at the botanic gardens with Facilities Technician Dan Anderson. She was impressed with his knowledge and said he impressed the staff with the information he shared. Director Howe said that we applied for grant from MWRD, the Metropolitan Water Reclamation District. We did not get the grant but got an award for Sustainable Landscape.

Public Relations and Marketing Manager Mike Terson noted that according to the website statistics the performing arts bigdealproductions.org beat bgparks.org in page visits last month.

OLD BUSINESS

There was no Old Business.


NEW BUSINESS

There was no New Business.

ADIOURNMENT

Commissioner Bragg moved to adjourn the Regular Board Meeting at 6:34 pm, seconded by Commissioner Cummins and passed with a voice vote.

Respectfully submitted,



Secretary