



BUFFALO  
GROVE  
PARK  
DISTRICT

**Buffalo Grove Park District Board of Commissioners  
Regular Board Meeting Minutes  
530 Bernard Drive, Buffalo Grove, IL  
January 27, 2020**

Commissioners Present: Tracy Bragg, Steve Cummins, 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 Adriane Johnson called the Regular Board Meeting to order at 6:07 pm. The roll was called and Commissioners Bragg, Cummins, Jacobson, Johnson and Reiner answered present.

**PLEDGE OF ALLEGIANCE**

Everyone stood and recited the Pledge of Allegiance.

**INTRODUCTION OF GUESTS**

There were no guests in attendance.

**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 December 16, 2019 Public Hearing Minutes**

Commissioner Cummins moved to approve the December 16, 2019 Public Hearing Minutes, seconded by Commissioner Jacobson and passed with a voice vote. Vice President Reiner abstained.

**Approval of the December 16, 2019 Workshop Minutes**

Commissioner Cummins moved to approve the December 16, 2019 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote. Vice President Reiner abstained.

**Approval of the December 16, 2019 Regular Board Meeting Minutes**

Commissioner Cummins moved to approve the December 16, 2019 Regular Board Meeting Minutes, seconded by Commissioner Jacobson and passed with a voice vote. Vice President Reiner abstained.

TOPICS FROM THE FLOOR

There were no Topics From the Floor.

CORRESPONDENCE

Executive Director Risinger reviewed the correspondence from the board packet which included a thank you note from Friends of the Parks Foundation President Steve Antman for the donation sent from the Board in memory of his mother-in-law, Marilyn Sutley. Also included was an article from the Buffalo Grove Countryside on the FOP fundraising event The Supper Club. He passed out a calendar of 2020 events from IAPD.

ATTORNEY'S REPORT

Attorney David Bloomberg had no report.

COMMITTEE ACTION ITEMS

**Finance**

**Approval of the January Warrant 2020**

Commissioner Bragg moved to approve the January Warrant 2020 in the amount of \$3,897,834.54, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

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

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

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

**Approval of the Gilio Landscape Proposal**

Commissioner Bragg moved to approve the Amendment to the Agreement of the mowing contract with Gilio Landscape Contractors, 3008 N. Schoenbeck Rd., Arlington Heights, IL 60004 in the amount of \$89,992.00, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

**Approval of the Veterans Park Playground Proposal**

Commissioner Bragg moved to approve the purchase of playground equipment for Veterans Park through NuToys Leisure Products, Inc., 915 W. Hillgrove Ave., LaGrange, IL 60525 in the amount of \$81,530.00, seconded by Vice President Reiner and passed with a roll call vote.

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

**Approval of the Fitness Center Electronic Signage Proposal**

Commissioner Bragg moved to approve the purchase of the Fitness Center Electronic Signage through Correct Digital Displays, 3677 N 9403, IL-71, Sheridan, IL 60551 in the amount of \$45,168.00, seconded by Commissioner Jacobson and passed with a roll call vote.

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

**Approval of Ordinance 20-1-1 Sale of Personal Property**

Commissioner Bragg moved to approve Ordinance 20-1-1 Sale of Personal Property, seconded by Commissioner Jacobson and passed with a roll call vote.

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

**Approval of the NWSRA Lease Agreement**

Commissioner Bragg moved to approve the Intergovernmental Agreement "IGA" with NWSRA to rent the former spa space at the Fitness Center by NWSRA for programming to include the creation of a future PURSUIT location, seconded by Commissioner Cummins and passed with a roll call vote.

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

**Approval of the Board Travel/Conference Expense**

Commissioner Bragg moved to approve the Board Travel/Conference Expense of \$2,204.00, seconded by Vice President Reiner and passed with a roll call vote.

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

**Policy and Legislation**

**Approval of Resolution 20-1-1 Board Non-Discriminatory and Anti-Harassment Policy per Public Act 101-0221**

Vice President Reiner moved to approve Resolution 20-1-1 Board Non-Discriminatory and Anti-Harassment Policy per Public Act 101-0221, seconded by Commissioner Cummins and passed with a roll call vote.

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

## EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Risinger asked the Board members to please reply to Executive Assistant Wanland if interested in attending the Cook and/or Lake County Legislative Breakfasts by Wednesday. He mentioned that the Chili Cook Off and Cinderella's Royal Ball are scheduled for Saturday, February 8. He asked the Board their feelings about the Recreation Staff producing the play "The Producers" for the summer musical because of the content. The play features a song about Hitler and he wanted to make certain the Board didn't have any objections. The Board discussed the play and agreed that they have no objection to staff producing this play next summer.

### **Recreation Department**

Director Heider thanked the Social Committee for all the extra things they did to make conference special and thanked the Board for allowing the recreation staff to attend conference. Commissioner Jacobson asked about the spike in visits at the Fitness Center and Director Heider said this happens every year with people trying to fulfill their New Year's resolutions and the winter promotion. He said that retention has been fairly steady the last six months. Commissioner Jacobson also asked what the policy is for responding to a Fitness Center member who asks for a six month leave of absence due to being unemployed. Director Heider explained the policy is that a person can put their membership on freeze and it will cost \$10 per month. A discussion was held and it was decided that Director Heider will look at the situation Commissioner Jacobson referred to.

### **Finance Department**

Director Short thanked the board for allowing him the opportunity to go to conference and said he appreciates it very much.

### **Parks Department**

Director Howe thanked the Board for allowing staff to attend conference. He said it was Arborist Mike Pfeiffer's first conference and he really enjoyed it. He also told the Board that Athletic Field Technician Mark Bajno received a CSFM, Certified Sports Field Manager designation. This is a prestigious designation to attain in the sports turf world.

### **Public Relations and Marketing**

Public Relations and Marketing Manager Mike Terson said he, too, enjoyed conference, especially the actual sessions. He said the marketing department will be diligently promoting the awards and appointments presented at conference on social media and in press releases in the near future.

### OLD BUSINESS

There was no Old Business discussed.

### NEW BUSINESS

There was no New Business discussed.

### EXECUTIVE SESSION

Vice President Reiner moved to enter into Executive Session for the purpose of a Semi-Annual Review of Executive Session Minutes at 6:45 pm, seconded by Commissioner Cummins and passed with a roll call vote.

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

MOTION TO RECONVENE THE REGULAR BOARD MEETING

Commissioner Bragg moved to reconvene to the Regular Board Meeting at 6:48 pm, seconded by Commissioner Cummins and passed with a roll call vote.

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

ACTION TAKEN FROM CLOSED MEETING SESSION

Commissioner Bragg moved that Executive Session Minutes dated July 15, 2019, August 12, 2019, August 26, 2019 and September 4, 2019 reviewed in the closed session be approved for content and remain closed for public inspection because the need for confidentiality still exists as to all or part of the minutes, seconded by Commissioner Jacobson and approved with a roll call vote.

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

RESOLUTION 20-1-2 DESTRUCTION OF VERBATIM RECORDINGS

Commissioner Bragg moved to approve Resolution 20-1-2 providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings, seconded by Vice President Reiner and passed with a roll call vote.

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

ADJOURNMENT

Commissioner Cummins moved to adjourn the Regular Board Meeting at 6:51 pm, seconded by Commissioner Bragg and passed with a voice vote.

Respectfully submitted,

  
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Secretary