



Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
April 27, 2020

Please note: Due to the situation with the COVID-19 Pandemic and the Governor's Executive Order requiring all Illinoisans to stay at home, the Monday, April 27, 2020 Board Meeting was accessible to the public online.

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, Superintendents of Recreation Chris Eckert, Greg Ney and Erika Strojinc, Superintendent of Development Mike Maloney, Recreation Manager Diana Clayson, Risk Manager Dani Hoefle, Recreation Supervisors Amanda Busch, Jenn Foreman, Jessi Hersman, Allison Oberst and Brian O'Malley, and Executive Assistant Beth Wanland

Attorney Steven Bloomberg was present online

CALL TO ORDER

Roll Call

President Johnson called the Regular Board Meeting to order at 6:25 pm. The roll was called and Commissioners Bragg, Cummins, Jacobson, Johnson and Reiner answered present.

INTRODUCTION OF GUESTS

There were no guests to introduce.

APPROVAL OF THE BOARD MEETING AGENDA

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

APPROVAL OF MINUTES

Approval of March 9, 2020 Workshop Minutes

Vice President Reiner moved to approve the March 9, 2020 Workshop Minutes, seconded by Commissioner Bragg and passed with a voice vote.

Approval of March 23, 2020 Workshop Minutes

Commissioner Bragg moved to approve the March 23, 2020 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote. Vice President Reiner and Commissioner Bragg abstained.

Approval of March 23, 2020 Regular Board Meeting Minutes

Commissioner Bragg moved to approve the March 23, 2020 Regular Board Meeting Minutes, seconded by Commissioner Jacobson and passed with a voice vote. Vice President Reiner and Commissioner Bragg abstained.

TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

CORRESPONDENCE

Executive Director Risinger congratulated Director Short and the finance department for being awarded the GFOA's (Government Finance Officers Association) certificate of achievement for excellence in financial reporting for the 22nd consecutive year. He said he emailed the Board updates on where the District is with programs and cancellations. He said he is proud of staff for putting together the Virtual Brochure which was released today. President Johnson thanked Executive Director Risinger for sending information on what the Park District is doing during the pandemic to IAPD for their study.

ATTORNEY'S REPORT

Attorney Bloomberg said the Buffalo Grove Park District is in compliance with all the requirements of the Governor's Executive Order. He said that he and Executive Director Risinger have been in touch regarding pending litigation and there is nothing new to report.

COMMITTEE ACTION ITEMS

Finance

Approval of April Warrant 2020

Commissioner Bragg moved to approve the April 2020 Warrant in the amount of \$1,105,164.34, 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 March Financial Statement and the March Year to Date Statement

Commissioner Bragg moved to approve the March Financial Statement and the March 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 Combined Budget and Appropriation Ordinance 20-4-1 for Fiscal Year 2020-21

Commissioner Bragg moved to approve the Combined Budget and Appropriation Ordinance 20-4-1 for Fiscal Year 2020-21, seconded by Vice President Reiner. Vice President Reiner complimented Director Short for putting together this complicated document and said he certainly knows what he is doing. The motion passed with a roll call vote.

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

Approval of Resolution 20-4-1 IMRF Part-time Staff Benefit Protection Leave

Commissioner Bragg moved to approve Resolution 20-4-1 IMRF Part-time Staff Benefit Protection Leave, seconded by Commissioner Cummins and passed with a roll call vote.

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

Policy and Legislation

Approval of Resolution 20-4-2 Temporary Rules for Public Meeting Participation

Vice President Reiner moved to approve Resolution 20-4-2 Temporary Rules for Public Meeting Participation, 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 Volunteer Policy

Vice President Reiner moved to approve the Volunteer Policy, seconded by Commissioner Bragg and passed with a roll call vote.

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

CONSENT AGENDA

Commissioner Jacobson moved to approve the Consent Agenda as proposed:

- A. 2020-21 Fiscal Year Calendar
- B. Administrative Schedule
- C. 2020-21 Organizational Chart
- D. District 102 Memorandum of Understanding

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

EXECUTIVE DIRECTOR’S REPORT AND DEPARTMENT OPERATION REPORTS

Executive Director Risinger said we are moving along the best we can during the pandemic and he is proud of the staff for the work they are doing. He said we are working on an in-house survey for residents to gain input on how and when they would feel comfortable returning to programming. The Buffalo Grove Park District was chosen as one of 10 agencies that IAPD is studying regarding the impact from the pandemic. He sent a letter to the federal government advocating for park districts to be included for financial aid. He also wrote to the Lake County Board regarding taxes and stressed the importance of distribution. He said he would like to go into Executive Session after the May Workshop regarding where we are fiscally at year end and projecting where we will be after the first quarter of fiscal year 2020-21.

Director Heider thanked staff for their creativity with virtual programming. He also thanked the marketing department for their timeliness in releasing the virtual brochure.

Director Short thanked the board for allowing the District to go ahead with the budget. He said we will need signatures from President Johnson and Commissioner Bragg on the Budget and Appropriations Ordinance.

Director Howe had a meeting with those involved in the Green Lake Park renovation and work will begin on May 4. Kids around the World will remove the playground. He thanked his staff for monitoring and maintaining parks, and hanging sneeze guards around the District.

Public Relations and Marketing Manager Terson gave kudos to the Rec staff for putting together the virtual brochure within a week from the first call. He thanked his staff for all the work they have been doing on social media as well as on the virtual brochure. President Johnson complimented Partnerships and Communications Specialist Wendy Friedman on the best sponsorship quarter ever during the 4th quarter of fiscal year 2019-20.

Risk Manager Hoefle showed samples of face masks her aunts are making for staff and the masks she is making from t-shirts.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

EXECUTIVE SESSION

Commissioner Bragg moved to enter into Executive Session for the purpose of Personnel at 6:49 pm, seconded by Commissioner Jacobson 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

Vice President Reiner moved to reconvene the Regular Board meeting at 7:43 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 IN EXECUTIVE SESSION

President Johnson said that no final action was taken in Executive Session.

APPROVAL OF RESOLUTION 20-4-3 2020 EARLY RETIREMENT INCENTIVE

Vice President Reiner moved to approve Resolution 20-4-3 2020 Early Retirement Incentive, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

ADJOURNMENT

Commissioner Jacobson moved to adjourn the Regular Board Meeting at 7:45 pm, seconded by Commissioner Bragg and passed with a voice vote.

Respectfully submitted,

Secretary