



Buffalo Grove Park District Board of Commissioners  
ANNUAL MEETING MINUTES  
May 26, 2020  
6 pm

Please note: Due to the situation with the COVID-19 virus, and the Governor's Executive Order, the Tuesday, May 26, 2020 Board Annual 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, Superintendent of Communications and Marketing Mike Terson, Superintendent of Development Mike Maloney, Superintendents of Recreation Chuck Burgess, Greg Ney and Erika Strojinc, Buffalo Grove Fitness Center General Manger Mike Schulewitz, Risk Manager Dani Hoefle, Recreation Manger Diana Clayson, Parks Foreman Rosendo Soto, Facility Supervisor Brian O'Malley, Aquatics Program Supervisor Jenn Foreman, Recreation Supervisors Amanda Busch, Terri Ebner, Jessi Hersman and Allison Oberst, Partnerships and Communications Specialist Wendy Friedman and Executive Assistant Beth Wanland

Attorney David Bloomberg was present.

#### CALL TO ORDER

#### Roll Call

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

#### APPROVAL OF AGENDA

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

#### INTRODUCTION OF GUESTS

There were no guests in attendance.

#### RECOGNITION RESOLUTION

#### Approval of Resolution 20-5-1 Commending Rosendo Soto on 30 Years of Service

President Johnson commended Rosendo Soto for his loyalty in serving the Park District for 30 years and to the entire parks team for making our parks beautiful.

Commissioner Jacobson moved to approve Resolution 20-5-1 Commending Rosendo Soto on 30 years of service to the Buffalo Grove Park District, seconded by Commissioner Reiner and passed with a voice vote.

## APPROVAL OF MINUTES

### **Approval of April 13, 2020 Workshop Minutes**

Commissioner Cummins moved to approve the April 13, 2020 Workshop minutes, seconded by Commissioner Jacobson and passed with a voice vote.

### **Approval of April 27, 2020 Public Hearing Minutes**

Commissioner Cummins moved to approve the April 27, 2020 Public Hearing minutes, seconded by Commissioner Jacobson and passed with a voice vote.

### **Approval of April 27, 2020 Workshop Minutes**

Commissioner Cummins moved to approve the April 27, 2020 Workshop minutes, seconded by Commissioner Jacobson and passed with a voice vote.

### **Approval of April 27, 2020 Regular Board Meeting Minutes**

Commissioner Cummins moved to approve the April 27, 2020 Regular Board Meeting minutes, seconded by Commissioner Jacobson and passed with a voice vote.

## TOPICS FROM THE FLOOR

There was no Topics From the Floor.

## CORRESPONDENCE

Executive Director Risinger said he had nothing more to highlight other than the articles in the packet. He thanked Superintendent of Communications and Marketing Mike Terson and his staff for their marketing efforts. He also thanked the Rec staff for their creativity and the Parks department for all they do to make our parks look nice.

## ATTORNEY'S REPORT

Attorney Bloomberg said he has been working closely with Executive Director Risinger over the past few months. He said they will continue to keep the Board informed with what develops for park districts on the legislative level.

## COMMITTEE ACTION ITEMS

### Finance

#### **Approval of May Warrant 2020**

Commissioner Bragg moved to approve the May Warrant 2020 in the amount of \$1,397,064.97, 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 April Financial Statement and the April Year to Date Statement**

Commissioner Bragg moved to approve the April Financial Statement and the April 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 Fitness Center Pool Lighting Replacement Bid**

Commissioner Bragg moved to approve the Fitness Center Pool Lighting Replacement bid from Rag's Electric, Inc., 6805 Hobson Valley Dr., Woodridge, IL 60517, in the amount of \$105,675.00, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

### **Clubhouse Bus Bid Extension**

Commissioner Bragg moved to approve the Clubhouse Bus Bid Extension for the 2020-21 school year with First Student Bus Company, 22157 Network Place, Chicago, IL 60673, seconded by Commissioner Jacobson 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, seconded by Commissioner Bragg and passed with a voice vote.

- 2019-2020 Quarter D Department Goals and Objectives.
- 2019-2020 Quarter D Administrative Work Plan Report.

### **EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS**

Executive Director Risinger let the Board know that staff is dealing with a resident adjacent to Green Lake Park with a drainage issue. He let the resident know that he cannot legally encroach on our property. He also let the Board know that had a joint review board meeting for the Village TIF District and the redevelopment plan was approved and will go to the Village for approval on June 22nd. Executive Director Risinger wished Commissioner Cummins an early June 4 birthday. He also let the board know that staff is working to reopen reading up on Restore Illinois, and we will only open when we are fully prepared and ready to do so safely. Commissioner Jacobson asked what is open and what we foresee opening in the next month. Executive Director Risinger said that there is not a cookie-cutter way of reopening. He said he will continue inform the Board on reopening decisions in his weekly updates.

Director Heider commended his staff for the adaptability they have shown during this pandemic and thanked the marketing department for being so responsive. Commissioner Cummins asked how the virtual programming is going. Recreation Supervisor Jessi Hersman said we are seeing great virtual enrollment but also know there are those who want to get out and get back to normal.

Director Howe thanked his facilities staff for getting the NWSRA job at the Fitness Center done. He said the Green Lake Park renovation has been going great and he thanked Superintendent of Development Maloney for working on submitting an application for a grant through Rebuild Illinois.

Superintendent of Communications and Marketing Terson thanked his staff for their responsiveness and thanked the Rec Staff for doubling the virtual book size. He said communication has been great, the parks look beautiful, and the team effort has been amazing.

Risk Manger Dani Hoefle thanked the Rec staff for making changes to their ICA's per PDRMA's request which protected us for virtual programming. She also thanked Superintendent of Recreation Greg Ney for updating the waiver in RecTrac for virtual programming. Lastly, she thanked the facility managers for assisting with the three drafts for reopening in progress.

#### ELECTION OF OFFICERS FOR FISCAL YEAR 2020-2021

##### President

President Johnson nominated Commissioner Reiner to be Board President for fiscal year 2020-21, seconded by Commissioner Jacobson and passed with a voice vote.

##### Vice President

President Reiner nominated Commissioner Jacobson to be Board Vice President for fiscal year 2020-21, seconded by Commissioner Cummins and passed with a voice vote.

#### RECOGNITION OF OUT-GOING PRESIDENT

President Reiner recognized Commissioner Johnson as President of the Buffalo Grove Park Board of Commissioners from May 2019 – May 2020. He commended her for her dedication to the district and rising to be the chair of IAPD. Commissioner Jacobson said that he is glad Commissioner Johnson guided us through this unprecedented time. He commended her for her leadership skills and said it has been a pleasure working with her. He said she is a tremendous asset to the Board.

Commissioner Johnson said she is privileged to serve on this Board. She is inspired by the way everyone has stepped up during this pandemic. She said the year started off losing a commissioner and we grieved, and then picked ourselves up and kept moving. We then held our first Uniquely Us event where everyone stepped up and celebrated the rich diversity in the community. We then achieved our re-accreditation with a near perfect score. We then attained the GOFA certificate of excellence in financial reporting for the 22<sup>nd</sup> consecutive year. We received the Partnership Award from IAPD for showing under-privileged kids what parks and rec is all about. Commissioner Bragg achieved the status of Distinctive Board Member. Superintendent of Recreation Erika Strojinc and Recreation Supervisor Allison Oberst stepped up into leadership roles with IAPD. Commissioner Johnson was named chair of IAPD. We then received the IPRA Section Award for our beautiful CAC. The atrium update at CAC is stunning. In the midst of all of this we developed a robust strategic plan. We have developed virtual programs, made a #BGP**D**strong video and kept our community engaged. She said it has been a privilege to serve on the Park District board in this roll. Executive Director Risinger thanked her for the support she has given him and his staff. He said if he ever has a bad day he calls Commissioner Johnson because he knows he will feel better talking to her.

#### ANNUAL APPOINTMENTS FOR FISCAL YEAR 2020-21

##### Treasurer

President Reiner appointed Commissioner Bragg as Treasurer for the Fiscal Year 2020-21.

##### Legal Counsel

President Reiner appointed the law firm of Chuhak and Tecson with lead counsel of Steven Bloomberg and David Bloomberg for the Fiscal Year 2020-21.

##### Executive Director

President Reiner appointed Ryan Risinger as the Executive Director for the Fiscal Year 2020-21.

Commissioner Johnson moved to approve the appointments made by President Reiner for Treasurer, Legal Counsel and Executive Director of the Park District for the Fiscal Year 2020-21, seconded by Commissioner Jacobson and approved with a voice vote.

#### STAFF APPOINTMENTS FOR FISCAL YEAR 2019-20

President Johnson made the following staff appointments:

- Park Board Secretary – Ryan Risinger
- NWSRA Board Representative –Ryan Risinger and Bill Heider as the alternate
- PDRMA Representative – Dani Hoefle and Aleta Kahn as the alternate
- ADA Compliance Officer – Tim Beckmann and Mike Maloney
- FOIA Officers – Ryan Risinger, John Short and Beth Wanland
- OMA Officers – Ryan Risinger, Bill Heider, John Short, Tim Howe and Beth Wanland
- Finance Compliance Officer – John Short
- Assistant Treasurer - John Short
- Friends of the Parks Foundation Board Member – Ryan Risinger

Commissioner Jacobson moved to approve President Reiner’s Staff Appointments for Fiscal Year 2020-21, seconded by Commissioner Bragg and passed with a voice vote.

#### PRESIDENT’S COMMITTEE CHAIR APPOINTMENTS FOR FISCAL YEAR 2020-21

President Reiner appointed the following committee chairs:

- Park Development – Commissioner Cummins
- Policy and Legislation – Commissioner Johnson
- Recreation – Commissioner Jacobson
- Public Relations – Commissioner Jacobson
- Finance – Commissioner Cummins
- Personnel – Commissioner Bragg
- Ethics Advisor – President Reiner
- IAPD Key Contact – Commissioner Johnson

Commissioner Jacobson moved to approve President Reiner’s Committee Chair Appointments for Fiscal Year 2020-21, seconded by Commissioner Bragg and passed with a voice vote.

#### PARK BOARD LIAISON APPOINTMENTS FOR FISCAL YEAR 2020-21

President Reiner appointed the following Park Board Liaisons:

- Village Board – President Reiner

- Village Plan and Zoning Commission – Commissioner Cummins
- Friends of the Parks Foundation – Commissioner Jacobson
- Environmental Action Team – Commissioner Johnson

Commissioner Bragg moved to approve President Reiner’s Park Board Liaison Appointments for Fiscal Year 2020-21, seconded by Commissioner Johnson and passed with a voice vote.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

A discussion was held whether or not to conduct the June 15, 2020 Board meeting virtually. It was decided that as long as we are in Phase 3 of Reopen Illinois and gatherings of 10 or less people are mandated, we will hold the Board meeting virtually next month.

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

Commissioner Johnson moved to adjourn the Annual Meeting at 7:10 pm, seconded by Commissioner Cummins and passed with a voice vote.

Respectfully submitted,

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Secretary