



Buffalo Grove Park District Board of Commissioners  
REGULAR BOARD MEETING MINUTES  
June 15, 2020

Due to COVID-19 and the Governor's Phase 3 order of gatherings limited to 10 people or fewer, the President of the Board of Commissioners has declared it is necessary to hold the meeting online.

Commissioners Present: Steve Cummins, Scott Jacobson, Adriane Johnson and Larry Reiner  
Commissioner Absent: Tracy Bragg

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Business Services and Human Resources John Short, Superintendent of Parks Randy Smith, Superintendent of Development Mike Maloney, Superintendent of Communications and Marketing Mike Terson, Buffalo Grove Fitness Center Manager Mike Schulewitz, Superintendents of Recreation Chuck Burgess, Chris Eckert, Greg Ney and Erika Strojinc, Risk Manager Dani Hoefle, Recreation Manager Diana Clayson, Facility Supervisor Brian O'Malley, Aquatics Facility 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 Reiner called the Regular Board Meeting to order at 6:32 pm. The roll was called and Commissioners Cummins, Jacobson, Johnson and Reiner answered present.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF THE REGULAR BOARD MEETING AGENDA

Commissioner Johnson moved to approve the Board Meeting Agenda, seconded by Commissioner Jacobson and passed with a roll call vote.

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

APPROVAL OF RECOGNITION RESOLUTIONS

**Resolution 20-6-1 Commending Bill Heider on 10 Years of Service**

Commissioner Johnson moved to approve Resolution 20-6-1 commending Bill Heider on 10 years of service to the Buffalo Grove Park District, seconded by Commissioner Jacobson and passed with a roll call vote.

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

President Reiner said it is with much gratitude he will read the following resolution:

**RESOLUTION 20-6-1  
COMMENDING BILL HEIDER ON 10 YEARS OF SERVICE TO THE  
BUFFALO GROVE PARK DISTRICT**

**WHEREAS**, with over twenty-four years of municipal service Bill Heider was first employed by the Buffalo Grove Park District on June 1, 2010 as Superintendent of Parks, promoted to Director of Parks and Risk Management, and later promoted to Director of Recreation and Facilities; and

**WHEREAS**, as Superintendent of Parks, Bill improved the productivity of the parks department by acquiring new parks equipment and maintenance vehicles. He promoted camaraderie among staff within the parks department by starting an annual parks department golf outing at the Village golf course which continues today; and

**WHEREAS**, as Director of Parks and Risk Management, Bill was instrumental in overseeing the redevelopment of Kilmer and Tartan Parks. He was key in obtaining an OSLAD Grant for Willow Stream Park and assisted with the Willow Stream Pool renovation. Bill was heavily involved and oversaw the initial renovation of the Community Arts Center; and

**WHEREAS**, as Director of Recreation and Facilities Bill initiated a full recreation department reorganization to address current needs. With the reorganization he also assisted in the development of many new department and agency policies. His agency umbrella currently covers 28 full-time employees and hundreds of part-time employees both in the recreation department and at the Buffalo Grove Fitness Center; and

**WHEREAS**, Bill was the leader of the Buffalo Grove Park District's year-long 50<sup>th</sup> Anniversary Celebration which included countless activities, the sale of community buffalo statues, the sale of commemorative trees, and culminating with a formal gala for current and retired staff and guests. He was the brainchild of the 50<sup>th</sup> Anniversary Time Capsule which will live for the next 50 years in Willow Stream Park; and

**WHEREAS**, the success of the Park District is dependent upon professionals like Bill who have taken pride in the Buffalo Grove Park District and its many accomplishments.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois:

- 1) That Bill is commended on behalf of the citizens of Buffalo Grove for his distinguished 10-year career at the Buffalo Grove Park District.
- 2) That this resolution be presented to Bill with best wishes for his continued success.

**DATED AT BUFFALO GROVE, ILLINOIS THIS 15TH DAY OF JUNE 2020.**

Director Heider said that the ten years flew by and thanked Executive Director Risinger for the opportunity to try something different in his career. Commissioner Jacobson said that when he was first hired, former Executive Director Dan Schimmel said Bill Heider was the best hire he ever made. Commissioner Johnson said he served with honor and distinction and has added value to the Park District. She congratulated him, said it was an honor serving with him, and wished him many years of success.

**Resolution 20-6-2 Commending Jose Lanza on 20 Years Service**

Commissioner Johnson moved to approve Resolution 20-6-2 commending Jose Lanza on 20 years of service to the Buffalo Grove Park District, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson, Reiner

NAYS: 0

ABSENT: Bragg

**Resolution 20-6-3 Commending Yony Matute on 15 Years Service**

Commissioner Johnson moved to approve Resolution 20-6-3 commending Yony Matute on 15 years of service to the Buffalo Grove Park District, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson, Reiner

NAYS: 0

ABSENT: Bragg

APPROVAL OF MINUTES

**Approval of May 11, 2020 Workshop Minutes**

Commissioner Cummins moved to approve the May 11, 2020 Workshop Minutes, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson, Reiner

NAYS: 0

ABSENT: Bragg

**Approval of May 26, 2020 Workshop Minutes**

Commissioner Cummins moved to approve the May 26, 2020 Workshop Minutes, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson, Reiner

NAYS: 0

ABSENT: Bragg

**Approval of May 26, 2020 Annual Meeting Minutes**

Commissioner Cummins moved to approve the May 26, 2020 Annual Meeting Minutes, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson, Reiner

NAYS: 0

ABSENT: Bragg

TOPICS FROM THE FLOOR

There were no Topics From the Floor discussed.

CORRESPONDENCE

**Written and Verbal Correspondence**

Executive Director Risinger reviewed correspondence in the Board packet and thanked Risk Manger Dani Hoefle and staff for putting together detailed facility and program reopening plans. He thanked Superintendent of Recreation Erika Strojinc for putting together the virtual programming documents included in the packet. Lastly, he thanked the marketing department for writing countless press releases and thanked Administrative Assistant Beth Wanland for putting together the virtual calendar.

Attorney David Bloomberg stated that he will speak in Executive Session.

COMMITTEE ACTION ITEMS

Finance

**Approval of June Warrant 2020**

Commissioner Cummins moved to approve the June 2020 Warrant in the amount of \$1,122,224.51 seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

**Approval of the May Year-to-Date Statement**

Commissioner Cummins moved to approve the May Year-to-Date Statement, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

**Approval of Ordinance 20-6-1 Sale of Property**

Commissioner Cummins moved to approve the Ordinance 20-6-1, sale of the turf mower, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

**Approval of Rylko Park Pavement Maintenance Bid**

Commissioner Cummins moved to approve the Rylko Park Pavement Maintenance bid from Evans and Sons Blacktop, Inc., 3N775 Powis Rd., West Chicago, IL 60185 plus Alternates #1 and #3 for a total contract amount of \$160,356.45, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

**Approval of the Consent Agenda**

1. 2020-2021 Department Goals and Objectives
2. 2020-2021 Executive Director Work Plan
3. Strategic Plan/Agency Goals and Objectives
4. Bill's Football Affiliate Agreement
5. BGRA Affiliate Agreement

Commissioner Johnson moved to approve the Consent Agenda as presented, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

## EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Risinger said he wants to highlight that the FOP is trying to figure out the best way to support programs and honor their promises. They are looking to do a virtual Stampede and have some good event ideas for when COVID-19 goes away. He also said that the state recently gave pools the green light to hold swim lessons, lap swims, and swim team practice. He said the cost of opening the District pools at this point would be a loss of \$50,000 or more dollars. He said he supports the staff decision of not opening Willow Stream Pool and recommends keeping it closed. He hopes to open the Spray 'N Play at a later point.

Commissioner Jacobson moved to support the Executive Director and staff recommendation of keeping the outdoor pool closed for the 2020 summer season, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson, Reiner

NAYS: 0

ABSENT: Bragg

Executive Director Risinger told the Board that he hopes to open the sand volleyball courts and basketball courts this week. He thinks the public is educated enough to know what they should and should not be doing. He said playgrounds cannot open until Phase 4. He thanked the parks staff for going out daily and replacing the tape and signs that were thrown out. He said we have added a 2-week in-person camp in late June and then will hold our regular 2<sup>nd</sup> session, four-week camp starting July 13.

Director of Recreation and Facilities Heider said Buffalo Grove Fitness Center Manager Mike Schulewitz really stood out at the Rotary/Chamber program hosted by the Vernon Area Public Library. He said Mr. Schulewitz is our authority on reopening the Fitness Center.

Superintendent of Recreation Strojinc said staff tripled their virtual program offerings in the coming weeks and she is anxious to see the numbers after next month.

Risk Manger Dani Hoefle said she and staff are working on re-opening plans for programming, camps, sports and special events. She thanked the facilities staff at the Fitness Center for moving the exercise equipment to the gym so that members can properly social distance. She thanked Superintendent of Recreation Chuck Burgess who planned the procedure to sell Dog Park passes at Alcott this week and last week. She said the Wellness Committee is starting a wellness challenge and would like to include the Board.

Superintendent of Parks Randy Smith thanked the maintenance department for all they are doing without their part time staff. He said the Green Lake Park renovation is going very well. They hope to start installing playground equipment this week. Superintendent of Development Mike Maloney thanked the facilities staff, Superintendents of Recreation Chuck Burgess and Chris Eckert, and Facility Supervisor Brian O'Malley for helping paint the NWSRA space at the Fitness Center. Superintendent Maloney and Director Heider are having a walk through with NWSRA tomorrow.

Director of Business Services and Human Resources John Short said the EAV went up just under 8% so we should be able to get more money in bond proceeds this year. He thanked the Rec staff who helped out with Dog Park pass sales.

Superintendent of Communications and Marketing Mike Terson said that our website traffic is down 32 % from last year at this time. However, Facebook is up 63% and social media is picking up where

our website left off. The most visited page on the website was the Coronavirus Information page and the second most visited page was the virtual programming page. He thanked staff for the great team effort.

President Reiner said that the neighbors behind the tennis courts on Lockwood Lane have people trespassing through residential property into Green Lake Park. He said he wanted to make the Parks department aware.

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

There was no New Business discussed.

MOTION TO ENTER EXECUTIVE SESSION

Commissioner Johnson moved to close the Board meeting and enter Executive Session at 7:23 pm for the purpose of Imminent Litigation and Personnel, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

MOTION TO RETURN TO REGULAR BOARD MEETING

Commissioner Johnson moved to reconvene the regularly scheduled Board meeting at 7:39 pm, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

POSSIBLE ACTION TO BE TAKEN FROM EXECUTIVE SESSION

President Reiner stated no final action was taken from Executive Session.

ADIJOURNMENT

Commissioner Cummins moved to adjourn the Regular Board Meeting at 7:40 pm, seconded by Commissioner Johnson and passed with a voice vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

Respectfully submitted,



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Secretary