



Buffalo Grove Park District Board of Commissioners  
Regular Board Meeting Minutes  
July 27, 2020  
6 pm

Due to COVID-19 and the Governor's Phase 4 Executive Order encouraging people to work from home whenever possible, the President of the Board of Commissioners declared it is not practical or prudent to meet in-person and the meeting will be held 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 Development Mike Maloney, Superintendent of Communications and Marketing Mike Terson, Superintendents of Recreation Chuck Burgess and Erika Strojinc, Risk Manager Dani Hoefle, Recreation Manager Diana Clayson, Recreation Supervisors Amanda Busch, Terri Ebner and Jessi Hersman, 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 6:15 pm. The roll was called and Commissioners Bragg, Jacobson, Johnson and Reiner answered present.

APPROVAL OF THE BOARD MEETING AGENDA

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

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

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF MINUTES

**Approval of June 15, 2020 Workshop Minutes**

Vice President Jacobson moved to approve the June 15, 2020 Workshop Minutes, seconded by Commissioner Cummins and passed with a roll call vote. Commissioner Bragg abstained.

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

### **Approval of June 15, 2020 Regular Board Meeting Minutes**

Vice President Jacobson moved to approve the June 15, 2020 Regular Board Meeting Minutes, seconded by Commissioner Cummins and passed with a voice vote. Commissioner Bragg abstained.

AYES: Cummins, Jacobson, Johnson, Reiner

NAYS: 0

ABSTAIN: Bragg

### **TOPICS FROM THE FLOOR**

There were no Topics from the Floor.

### **CORRESPONDENCE**

#### **Written and Verbal Correspondence**

Executive Director Risinger reviewed correspondence in the Board packet which included a thank you note from the Bragg family for condolences sent in memory of Commissioner Bragg's father-in-law and Village Manager Dane Bragg's father, James. He noted the ever-changing Return to Work Procedures and Reopening Master Plan documents included in the packet.

### **ATTORNEY'S REPORT**

Attorney Bloomberg stated that he will speak in Executive Session.

### **COMMITTEE ACTION ITEMS**

#### **Finance**

##### **Approval of July Warrant 2020**

Commissioner Cummins moved to approve the July 2020 Warrant in the amount of \$1,330,028.01, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

##### **Approval of the June 2020 Financial Statement and June 2020 Year-to-Date Statement**

Commissioner Cummins moved to approve the June 2020 Financial Statement and June 2020 Year-to-Date Statement, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

##### **Approval of Capital Improvements Bid**

Commissioner Cummins moved to approve the Capital Improvements Bid to Integral Construction, Inc., 320 Rocbaar Dr., Romeoville, IL 60446, inclusive of the base bid proposal of \$567,320, Alternate #1 proposal of \$12,700 and Alternate #3 proposal of \$18,600 for a total contract amount of \$598,620, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

##### **Approval of Ordinance 20-7-1 Sale of Property**

Commissioner Cummins moved to approve the Ordinance 20-7-1, sale of the 2014 Smithco Sand Star Ball Diamond Groomer, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

## Approval of the Consent Agenda

### 1. Program Participation Statistics

Vice President Jacobson moved to approve the Consent Agenda as presented, seconded by Commissioner Bragg 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 said staff is working on at least one nomination for the Best of the Best Awards. He said the Board received an email from Village Trustee and Park District Liaison Joanne Johnson inviting them to an open house for GiveNKind on August 13 at 10 am and said it would be great if Board members could attend. He updated the Board on COVID and how it is affecting preschool and Clubhouse. Because starting school has not been decided staff is working on different scenarios and the possibility that we may be using our own facilities for Clubhouse. Staff is considering learning hubs on days that kids may be e-learning but still need care while their parents go to work. One of the biggest challenges the schools are having is if too many kids choose to come back to school. He has been in contact with Attorney Bloomberg and school superintendents. He thinks this will be a win-win situation for us. President Reiner said schools have been given COVID money to subsidize these types of programs, transportation to an off-site facility and/or renting a facility and suggested we may want to look into it.

Director Heider said the Fitness Center is doing well and members are speaking highly of how well it is laid out and of the precautionary safety and cleaning measures staff has taken.

Director Howe said he included pictures in his Operations Report of the Green Lake Park renovation and the NWSRA renovation and is pleased with the progress of both.

Superintendent Terson said that the August virtual program is up on the website and it was a great team effort by staff and marketing to get this completed.

Risk Manager Hoefle said that the guidelines for Reopening Illinois in place are tight and we are continuously working on different scenarios and making changes as needed.

### OLD BUSINESS

Commissioner Johnson said she has been in touch with Melissa Drazner who is concerned with an in-person Rick Drazner Park renaming ceremony during COVID and asked about a virtual ceremony. Executive Director Risinger said he will find out when the signs are up and perhaps we should move the renaming ceremony to the spring. He will follow-up with Melissa Drazner.

### NEW BUSINESS

There was no New Business discussed.

### MOTION TO ENTER EXECUTIVE SESSION

Commissioner Bragg moved to enter into Executive Session at 6:42 pm for the purpose of Imminent Litigation, Personnel, and Semi-Annual Review of Executive Session Minutes, 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 the Regular Board Meeting at 7:22 pm, seconded by Commissioner Johnson and passed with a roll call vote.

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

POSSIBLE ACTION TO BE TAKEN FROM  
CLOSED MEETING SESSION

**Semi-Annual Review of Executive Session Minutes**

Vice President Jacobson moved that the following Executive Session Minutes be approved for content and released to the public because the need for confidentiality no longer exists, seconded by Commissioner Cummins and passed with a roll call vote.

<u>Date</u>	<u>Topics</u>
January 27, 2020	Six-Month Review of Executive Session Minutes

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

**Approval of Resolution 20-7-1 Providing for the Destruction of Particular Verbatim Recordings**

Commissioner Bragg moved to approve Resolution 20-7-1 Providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings, seconded by Vice President Jacobson 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 7:25 pm, seconded by Vice President Jacobson and passed with a roll call vote.

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

Respectfully submitted,

---

Secretary