



Buffalo Grove Park District Board of Commissioners
Regular Board Meeting Minutes
August 24, 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 stated the meeting will be held online.

Commissioners Present: Tracy Bragg, Steve Cummins, Scott Jacobson and Adriane Johnson
Commissioner Absent: 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, Chris Eckert and Erika Strojinc, Risk Manager Dani Hoefle, Facility Supervisor Brian O'Malley, Partnerships and Communications Specialist Wendy Friedman, Recreation Supervisors Amanda Busch and Allison Oberst, and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

Roll Call

Vice President Jacobson called the Regular Board Meeting to order at 6:10 pm. The roll was called and Commissioners Bragg, Cummins, Jacobson and Johnson answered present.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF THE BOARD MEETING AGENDA

Commissioner Johnson moved to approve the August 24, 2020 Board Meeting Agenda, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson and Johnson

NAYS: 0

ABSENT: Reiner

APPROVAL OF RECOGNITION RESOLUTION

Resolution 20-8-2 Commending Randall Smith on 25 Years Service to the Buffalo Grove Park District

Vice President Jacobson asked Executive Director Risinger to express gratitude from the Board for Randy's service to the Park District. Director of Parks and Planning Tim Howe said Randy is his right-hand man and often does the dirty work. He said he is a tremendous asset to the District and personally thinks he is awesome.

Commissioner Bragg moved to approve Resolution 20-8-2 Commending Randall Smith on 25 Years Service to the Buffalo Grove Park District, seconded by Commissioner Johnson and passed with a roll call vote.

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

APPROVAL OF MINUTES

Approval of July 13, 2020 Workshop Minutes

Commissioner Cummins moved to approve the July 13, 2020 Workshop Minutes, seconded by Commissioner Johnson and passed with a roll call vote.

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

Approval of July 27, 2020 Workshop Minutes

Commissioner Cummins moved to approve the July 27, 2020 Workshop Minutes, seconded by Commissioner Johnson and passed with a roll call vote.

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

Approval of July 27, 2020 Regular Board Meeting Minutes

Commissioner Cummins moved to approve the July 27, 2020 Regular Board Meeting Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

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

Approval of February 24, 2020 Executive Session Minutes

Commissioner Cummins moved to approve the February 24, 2020 Executive Session Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

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

Approval of March 9, 2020 Executive Session Minutes

Commissioner Cummins moved to approve the March 9, 2020 Executive Session Minutes, seconded by Commissioner Johnson and passed with a roll call vote.

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

Approval of April 13, 2020 Executive Session Minutes

Commissioner Cummins moved to approve the April 13, 2020 Executive Session Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

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

Approval of April 27, 2020 Executive Session Minutes

Commissioner Cummins moved to approve the April 27, 2020 Executive Session Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

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

Approval of June 15, 2020 Executive Session Minutes

Commissioner Cummins moved to approve the June 15, 2020 Executive Session Minutes, seconded by Commissioner Johnson and passed with a roll call vote.

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

Approval of July 27, 2020 Executive Session Minutes

Commissioner Cummins moved to approve the July 27, 2020 Executive Session Minutes, seconded by Commissioner Johnson and passed with a roll call vote.

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

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 three award nominations for the IAPD Best of the Best awards.

ATTORNEY'S REPORT

Attorney Bloomberg did not have a report.

COMMITTEE ACTION ITEMS

Finance

Approval of August 2020 Warrant

Commissioner Cummins moved to approve the August 2020 Warrant in the amount of \$1,409,705.00, seconded by Commissioner Johnson and passed with a roll call vote.

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

Approval of the July 2020 Financial Statement and July 2020 Year-to-Date Statement

Commissioner Cummins moved to approve the July 2020 Financial Statement and July 2020 Year-to-Date Statement, seconded by Commissioner Bragg and passed with a roll call vote.

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

Approval of Resolution 20-8-1 NWSRA 2021 Funding Assessment

Commissioner Cummins moved to approve Resolution 20-8-1 Northwest Special Recreation Association Funding Assessment in the amount of \$317,288.41 for calendar year 2021, Fiscal Year 2021-22, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson and Johnson

NAYS: 0

ABSENT: Reiner

Approval of the Consent Agenda

1. 2020-21 Quarter A Administrative Work Plan
2. 2020-21 Quarter A Goals and Objectives
3. Investment Policy
4. Behavior Policy
5. Ordinance Amendment

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

AYES: Bragg, Cummins, Jacobson and Johnson

NAYS: 0

ABSENT: Reiner

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Risinger said the NWSRA/Rotary Golf Outing is on Wednesday, September 30 and thanked the Board for replying to this event. The NWSRA Celebrate Ability Gala has been canceled and will be held virtually. They have asked Executive Director Risinger, as NWSRA chairman of the Board of Trustees, to prepare a short video for the virtual celebration. Executive Director Risinger said the next Board Meeting on September 14 will be a Workshop and Regular Board Meeting due to Raymond James attending to conduct the BINA hearing. Lauterbach & Amen will also be there to present the FY 2019-20 audit report. He thanked Superintendent of Facilities and Planning Tim Beckmann for nominating the Park District for the Best of the Best Green Practices award; he thanked Recreation Supervisor Lindsay Grandt and Superintendent of Recreation Erika Strojinc for nominating the Park District for the Best of the Best Arts in the Park award; and he thanked Executive Assistant Beth Wanland for submitting a nomination to IAPD for the Best of the Best Power of Parks award. Executive Director Risinger said ComEd has finally signed off on the dog park lease extension that he has been trying to get done for some time. The lease has officially been extended for ten years. He mentioned the Board was copied on an email sent to Village staff from a resident who has some ideas on the use of the vacant Rohrman property on Dundee Road. The Village replied to the resident so there is no need for us to reply. Executive Director Risinger said the Howard Green situation has been resolved. The Park District offered to cover the deductible on his insurance policy and he was agreeable. Vice President Jacobson said the situation was handled correctly but he suggested coming up with a plan of action for the next time this situation happens. Executive Director Risinger said that he spoke with PDRMA and they said that no precedent has been set for the District by offering this settlement. Attorney Bloomberg said we should always be thoughtful and deliberate about handling these situations and he is comfortable with the way the Park District handled it. Executive Director Risinger said the adult softball program had a COVID-19 positive test and had to suspend play for two weeks. The Lake County Health Department is doing contact tracing and we are doing everything we are being asked to do as far as following protocol. Vice President Jacobson said in the future the Board would like to be notified about something like this so that they don't find out from a resident. Executive Director Risinger concluded his report by saying that this is officially Fitness Center General Manager Mike Schulewitz's last week of work before he retires and he is without a doubt leaving the Fitness Center a better place than when he started. The Board wished Mike all the best in his retirement.

Director of Recreation and Facilities Bill Heider said he is excited about the 117 people who signed up for Pod Squads, the e-learning pods, which are starting tomorrow in collaboration with Clubhouse

at the CAC and Alcott. He thanked Mike Schulewitz for his service and wished him well. He said that on Wednesday there is a surprise open house at the Fitness Center for Mike between 9 am and 2 pm. Commissioner Cummins asked about the Spray 'N Play numbers compared to last year. Superintendent of Recreation Chuck Burgess said we opened five weeks later than last year and we maxed out at about 200 people per day. It was discussed that Fitness Center members can freeze their memberships until we enter Phase 5 of the governor's reopening plan.

Director of Parks and Planning Tim Howe said Veterans Park playground work has started. It is estimated to be completed in four to six weeks, weather permitting. He said contractors are putting stone along the path way at Green Lake Park. They are also working on installing a rubber surface on the playground.

Superintendent of Communications and Marketing Mike Terson said the Spray 'N Play web page analytics were very high last month. The internal page had more views than the home page which is highly unusual. It implies people are bypassing the home page and getting to the internal page most likely through social media.

Director of Business Services and Human Resources John Short said the District will apply for FEMA reimbursement in September and then apply for CARES Act reimbursement in October for COVID-19 related expenses. Commissioner Bragg asked about incorporating PPE into programming budgets. Executive Director Risinger said it might trickle into program budgets moving forward but for the time being we are asking for reimbursement for PPE through FEMA and the CARES Act.

Risk Manger Dani Hoefle said that she and Superintendent of Recreation Strojinc developed a COVID-19 exposure flowchart and it has already proven to be useful with the softball situation. She said they worked closely with the Lake County Health Department who were phenomenal to work with.

Superintendent of Recreation Erika Strojinc said they are gearing up at the CAC for Pod Squads starting tomorrow. She said fall programming is starting both virtually and in-person after Labor Day. Big Deal Productions is getting ready for fall shows which will be radio plays. On Friday, August 28 there will be a virtual Actor's Showcase featuring neo-futurism theatre.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

ADJOURNMENT

Commissioner Bragg moved to adjourn the Regular Board Meeting at 6:59 pm, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson and Johnson

NAYS: 0

ABSENT: Reiner

Respectfully submitted,

Secretary