



Buffalo Grove Park District Board of Commissioners
Regular Board Meeting Minutes
July 26, 2021
6 pm

Commissioners Present: Tracy Bragg, Steve Cummins and Scott Jacobson
Commissioner Reiner arrived at 6:35 pm

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland

Attorney Steven Bloomberg was present

CALL TO ORDER

Roll Call

President Jacobson called the Regular Board Meeting to order at 6:21 pm. The roll was called and Commissioners Bragg, Cummins and Jacobson answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF THE BOARD MEETING AGENDA

Vice President Bragg moved to approve the Regular Board Meeting Agenda, seconded by Commissioner Cummins and passed with a voice vote.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF MINUTES

Approval of June 21, 2021 Workshop Minutes

Commissioner Cummins moved to approve the June 21, 2021 Workshop Minutes, seconded by Vice President Bragg and passed with a voice vote

Approval of June 21, 2021 Regular Board Meeting Minutes

Commissioner Cummins moved to approve the June 21, 2021 Regular Board Meeting Minutes, seconded by Vice President Bragg and passed with a voice vote.

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 several articles on Park District events in the newspaper. He said there was letter from Congressman Brad Schneider thanking us for a letter Executive Director Risinger sent him expressing his thoughts on the Special Districts Provide Essential Services Act. He said there was also a thank you letter from the Glenview Park Foundation for a donation made to their Firecracker Classic fundraising event. Last he said there was a nice email exchange between the father of a Buddy who participated in the Rick Drazner Park dedication and Executive Assistant Wanland.

ATTORNEY'S REPORT

Attorney Bloomberg said he has no report this evening.

COMMITTEE ACTION ITEMS

Finance

Approval of July Warrant 2021

Commissioner Cummins moved to approve the July 2021 Warrant in the amount of \$1,501,459.24, seconded by Vice President Bragg and passed with a roll call vote.

AYES: Bragg, Cummins and Jacobson

NAYS: 0

ABSENT: Johnson and Reiner

Approval of the June 2021 Financial Statement and June 2021 Year-to-Date Statement

Commissioner Cummins moved to approve the June 2021 Financial Statement and June 2021 Year-to-Date Statement, seconded by Vice President Bragg and passed with a roll call vote.

AYES: Bragg, Cummins and Jacobson

NAYS: 0

ABSENT: Johnson and Reiner

Approval of Museum Nature Classroom Development Bid

Commissioner Cummins moved to approve the Museum Nature Classroom Development bid to Schaeffges Brothers, Inc., 851 Seton Ct., #1A, Wheeling, IL 60090, in the amount of \$251,250, seconded by Vice President Bragg and passed with a roll call vote.

AYES: Bragg, Cummins and Jacobson

NAYS: 0

ABSENT: Johnson and Reiner

Approval of Ordinance 21-7-1 Sale of Property

Commissioner Cummins moved to approve the Ordinance 21-7-1, sale of the Willow Stream Pool lifeguard stand given to the Park District by Buffalo Grove High School, seconded by Commissioner and passed with a roll call vote.

AYES: Bragg, Cummins and Jacobson

NAYS: 0

ABSENT: Johnson and Reiner

Approval of Resolution 21-7-1 ComEd Green Region Program Grant

Commissioner Cummins moved to approve Resolution 21-7-1 providing for a \$6,000 grant for participation in the ComEd Green Region Program project and Park District matching funds of \$12,900, seconded by Vice President Bragg and passed with a roll call vote.

AYES: Bragg, Cummins and Jacobson

NAYS: 0
ABSENT: Johnson and Reiner

Approval of Resolution 21-7-2 Settlement of Litigation

Commissioner Cummins moved to approve Resolution 21-7-2, settlement of litigation with Chicagoland Paving Contractors, Inc., 225 Telser Rod, Lake Zurich, IL 60047, in the amount of \$10,000, seconded by Vice President Bragg and passed with a roll call vote.

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

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Risinger said he attended the Village Planning and Zoning meeting last week in regards to utilizing the Golf Dome year round. He said the consensus of the commission was that they didn't understand why the Village restricted usage of the Golf Dome in the first place. Executive Director Risinger said the commission was very supportive of the Park District. Next he will attend the Village Board meeting in August and he thinks approval is in our favor. He said he is excited to be able to expand our programming and event possibilities there. President Jacobson said he would like to attend that meeting as he is the Village Board liaison this fiscal year. He reminded the Board that National Night Out is next Tuesday, August 3 at 5:30 pm and asked commissioners to wear their white Park District shirts. He also asked them to let Executive Assistant Wanland know if they would like to be TIPS trained. Vice President Bragg and Commissioner Cummins said they completed the doodle form indicating an interest in the training.

Director Howe said his department has started discussions regarding scheduling and setup with the Village Public Works department for BG Days.

Director Strojinc said she added a section to her Op report on what she is personally doing. She said currently there is a staffing shortage for Clubhouse. President Jacobson said this is a national problem right now. Director Strojinc said we are looking at wages and other incentives. Recreation staff sent out letters to Clubhouse families asking for help in finding people to work. They have asked school districts about consolidating Clubhouse at schools within their districts and they are supportive. She also said Preschool needs four new teachers. On the other hand, she said other areas are doing very well. Fitness Center membership is up and the new app is being implemented soon. She said the Fitness Center membership will decrease in September when college students return to school. She also said our first two weeks of alcohol sales at Willow Stream Park went well.

Director Short said that he is going through the draft of the audit and he is trying to get the audit back to present to the Board at the second Board meeting in August rather than in September. President Jacobson asked if there is a Fitness Center goal for membership to break even. Director Strojinc said the Fitness Center was profitable at 3,300 members. Executive Director Risinger said Fitness Center expenses now are not what they used to be pre-COVID so it is difficult to determine that number at this time. He said the chiller at the Fitness Center got repaired last week with little down time for membership.

Superintendent of Communications and Marketing Terson said he had nothing to add to his report but would be happy to answer any questions.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

Executive Director Risinger said he was contacted today by a former principal of Longfellow School who wants to use the Willow Stream ball field to film a movie. He said our ordinance says that the Board needs to be aware and that we will treat it like a rental.

MOTION TO ENTER EXECUTIVE SESSION

Commissioner Reiner moved to enter into Executive Session at 6:48 pm for the purpose of a Semi-Annual Review of Executive Session Minutes, seconded by Vice President Bragg and passed with a roll call vote.

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

MOTION TO RECONVENE
THE REGULAR BOARD MEETING

Commissioner Reiner moved to reconvene the Regular Board Meeting at 6:50 pm, seconded by Vice President Bragg and passed with a roll call vote.

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

POSSIBLE ACTION TO BE TAKEN FROM
CLOSED MEETING SESSION

Semi-Annual Review of Executive Session Minutes

Vice President Bragg 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 25, 2021	Six-Month Review of Executive Session Minutes

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

Vice President Bragg moved that the following Executive Session Minutes be approved for content and remain closed for public inspection because the need for confidentiality still exists as to all or part of the minutes, seconded Commissioner Reiner and passed with a roll call vote.

<u>Date</u>	<u>Topics</u>
February 22, 2021	Imminent Litigation
April 12, 2021	Personnel
April 26, 2021	Imminent Litigation

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

Approval of Resolution 21-7-3 Providing for the Destruction of Particular Verbatim Recordings

Vice President Bragg moved to approve Resolution 21-7-3 providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings, seconded by Commissioner Cummins and passed with a roll call vote.

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

ADJOURNMENT

Vice President Bragg moved to adjourn the Regular Board Meeting at 6:52 pm, seconded by Commissioner Cummins and passed with a voice vote.

Respectfully submitted,


Secretary