



**Buffalo Grove Park District  
Board of Commissioners  
Workshop Minutes  
August 8, 2016**

Commissioners Present: Richard Drazner, Adriane Johnson, Larry Reiner and Jack Schmerer

Commissioner Absent: Scott Jacobson

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Public Relations and Marketing Manager Mike Terson and Executive Assistant Martha Weiss

Guests: Summer intern Jessica Warnick

**CALL TO ORDER**

**Roll Call**

President Drazner called the Workshop to order at 6 pm. The roll was called and Commissioners Drazner, Johnson, Reiner and Schmerer answered present.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**INTRODUCTION OF GUESTS**

Summer intern Jessica Warnick said her internship with the Park District is over on Friday and that she will be returning to the University of Missouri to complete her last semester and a half.

Director of Recreation and Facilities Heider said that Ms. Warnick did a great job working with the Risk Manager on many projects during the summer, and that she worked for a while in the Parks Department and also with the Aquatics Department. She said that she was glad she had the opportunity to do a mixture of things at different departments while she was at the Park District. The Board thanked her and wished her well.

**APPROVAL OF AGENDA**

Commissioner Johnson moved to approve the Workshop Agenda, seconded by Commissioner Schmerer and passed with a voice vote.

## TOPICS FROM THE FLOOR

There were no Topics from the Floor.

## PARKS DEPARTMENT

### **CAC Vestibule Bid Recommendation**

Executive Director Risinger explained that although the vestibule bid came in higher than anticipated by the architect, staff is recommending to continue with the project because of the other work being done at the same time. Also, a portion of the project is reimbursable because it will make the front entrance and vestibule ADA accessible.

### **Staff Report**

Executive Director Risinger said that Director of Parks and Risk Management Howe reported to him that the new park signs are in production now should be installed soon.

## POLICY AND LEGISLATION

### **Quarter A Administrative Work Plan**

Executive Director Risinger commented that he did not have much to report about opportunities to advocate either by mail or telephone with legislators, however, there is personal contact with them when they often attend Park District events.

### **Quarter A Goals and Objectives**

Executive Director Risinger said staff does a great job keeping up with the goals.

### **Section 2.01 of the General Use Ordinance Revision**

Executive Director Risinger thanked Risk Manager Beckmann for his work updating Section 2.01 of the General Use Ordinance to include the provision that the Buffalo Grove Police Department shall enforce all of the Park District's ordinances and that the Village will use its adjudication procedure to process violations. Vice President Reiner suggested a minor modification in the wording of the ordinance.

## RECREATION

### **Staff Report**

Director of Recreation and Facilities Heider reminded the Board about the Park District student artists' reception at the fitness center tonight. Staff is wrapping up summer programs and gearing up for fall and Clubhouse staff are being trained to prepare for the beginning of the school year.

### **BGFC Closing Information**

Director Heider said that the informational letter in the Board's packet was sent to fitness center members regarding the temporary closing of the fitness center and there will be a postcard sent out also. Staff has found alternate places for the members to continue their fitness routines during that time of heavy duty cleaning, painting and floor refinishing.

## PUBLIC RELATIONS & MARKETING

### **Staff Report**

Public Relations and Marketing Manager Terson said the first proof of the winter book is going to staff next Monday. The Park District's section in the Village newsletter will highlight the fact that for the first time, BG Days will be completely smoke-free. His staff has secured a new largest

sponsor for the District. The Chicago Critic's review of Catch Me if You Can will be printed on foam board and to hang in the Community Arts Center.

### **IAPD Best of the Best Awards Gala – October 21, 2016**

The Board was reminded about this upcoming event.

#### **CORRESPONDENCE**

Executive Director Risinger reviewed the information that was included in the packet, including an IAPD update on current legislation, an article about the \$10,000 ComEd Green Regions grant and a thank you email from Director Howe's father for flowers sent to him in the hospital.

#### **EXECUTIVE DIRECTOR REPORT**

Executive Director Risinger reported that the master plan progress is going well and there will be the Board focus group meeting and major stakeholders' focus group meeting on August 22. Staff met with Healthy Minds/Healthy Bodies staff about the networking aspect of the project. Executive Director Risinger explained when the program first started, the program was only offered to veterans who were Buffalo Grove residents and he asked if the Board supported opening it up to non-residents. Board members voiced support for that. Commissioner Johnson requested that staff look into designating parking spaces at district facilities to honor veterans and Director Heider said that they would.

#### **PRESIDENT AND COMMISSIONERS' REPORTS**

President Drazner told the Board about the Legislative Awareness Picnic on August 27. He suggested that a photo be taken of the commissioners and their IAPD youth license plates before the next meeting. President Drazner said that National Night Out was fantastic; this year was an excellent summer concert series; and the summer musical Catch Me If You Can was outstanding. Commissioner Johnson said that she and Vice President Reiner attended the IAPD Joint Legislative Committee meeting and she thanked Vice President Reiner for his legislative advocacy. Commissioner Johnson also attended a Communications Subcommittee meeting and a legislative golf outing. Commissioner Johnson suggested that the Park Board recognize a resident at the next meeting for her accomplishments in the field of archery. She also suggested that staff look into offering a membership fee for residents who live in Buffalo Grove but are in the Wheeling Park District so that they can register for programs at resident times. She complimented staff on the media coverage of the ComEd grant award. Commissioner Schmerer said he and Commissioner Johnson attended the IAPD program committee meeting in Peoria.

#### **OLD BUSINESS**

There was no Old Business.

#### **NEW BUSINESS**

There was no New Business.

#### **EXECUTIVE SESSION**

There was no Executive Session.

ADJOURNMENT

Commissioner Schmerer moved to adjourn the Workshop at 7:08 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

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Secretary