



**Buffalo Grove Park District Board of Commissioners
Workshop Minutes
September 26, 2016**

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

Staff Present: Executive Director Ryan Risinger, Director of Business Services and Human Resources John Short, Director of Parks and Risk Management Tim Howe and Public Relations and Marketing Manager Mike Terson

Attorney Steve Bloomberg was present.

Guests: Brian LeFevre from Sikich, LLP, Tom Chapman from Raymond James and Associates and Dan Schimmel, former Executive Director.

CALL TO ORDER

Roll Call

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

INTRODUCTION OF GUEST

Brian LeFevre from Sikich, LLP, Tom Chapman from Raymond James and Associates and Dan Schimmel, former Executive Director introduced themselves.

APPROVAL OF WORKSHOP AGENDA

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

FINANCE

Sikich, LLP Presentation of 2015-16 Year End Audit – Brian Lefevre

Brian Lefevre thanked the Board for inviting him to present the audit report for the 2015-16 Year End Audit. He noted that the Introductory Section of the Comprehensive Annual Financial Report (CAFR) includes the Certificate of Achievement for Excellence in Financial Reporting from the

Government Finance Officers Association, which is the highest award a governmental agency can receive and which the Park District has received for the past 18 consecutive years. The second section of the CAFR is the Financial Section that includes Sikich's Independent Auditor's Report stating that the audit was conducted in accordance with auditing standards generally accepted in the U.S. Sikich issued an unmodified opinion that the Park District's financial statements present fairly, in all material respects, the respective financial position of the district. This is the highest opinion that can be received on financial statements. The Management's Discussion and Analysis was prepared by the District that provides a narrative overview and analysis of the audit. Mr. Lefevre then provided an overview of the financial position of the District as presented in the audit report. He stated that the audit went very smoothly. The Board members thanked Mr. Lefevre for his presentation.

September Warrant 2016

Director Short commented that the warrant included payments for the Community Arts Center and Alcott Center renovations. The warrant was referred to Committee Action Items for approval.

August Financial Statement

There were no comments or questions and the August Financial Statement was referred to Committee Action Items for approval.

August Year to Date Statement

There were no comments or questions and the August Year to Date Statement was referred to Committee Action Items for approval.

September Refunds

Director Short said the volume of refunds was greater because it is the beginning of the fall season where more participants may be canceling registrations. The refunds were accepted as presented.

General Obligation Limited Tax Park Bonds – Tom Chapman of Raymond James

Tom Chapman of Raymond James introduced the discussion about the issuance of the limited non-referendum general obligation bonds that are issued every year by the Park District. The district has the authority to issue these bonds as long as there is not more than .575% of the bond amount times the total assessed valuation outstanding at any time and the principal and interest stay within the debt service extension base, which this 2016 levy year is \$1,637,164. Tonight the district is holding the public hearing and the bond issue will be finalized at the Board's October.

PRESIDENT AND COMMISSIONERS' REPORTS

President Drazner congratulated Museum Curator Fandrei on being named to the Board of Director on the Illinois Association of Museums and the Hot Shots who are scheduled to participate in the Thanksgiving parade on State Street and the Brookfield Zoo-Lights. He congratulated staff because the district will receive an award for intergovernmental cooperation with local school district 96 at the upcoming IAPD Best of the Best Gala. He congratulated Head Custodian Matute and his wife on the birth of their daughter and former Commissioner Bill Kiddle on receiving very well deserved recognition this evening for being such a great role model and mentor to so many. President Drazner congratulated staff on the improvements at Alcott, the Community Arts Center and the fitness center and for the district's prominent role in many activities during BG Days, including winning the Most Original Award for the float.

Commissioners Johnson and Schmerer completed the five sessions given by the IAPD Leadership Institute that was very worthwhile. Commissioner Johnson said that it is important for commissioners to learn more about leadership to continue to grow and improve in their roles within the district and individually.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

Commissioner Schmerer moved to adjourn the Workshop at 6:41 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

Secretary