



**Buffalo Grove Park District Board of Commissioners
Workshop Minutes
February 27, 2017**

Commissioners Present: Richard Drazner, Scott Jacobson and Adriane Johnson

Commissioners Absent: Larry Reiner and Jack Schmerer

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Business and Human Resources John Short, Director of Parks and Risk Management Tim Howe and Executive Assistant Martha Weiss

Attorney David Bloomberg was present.

CALL TO ORDER

Roll Call

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

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF THE WORKSHOP AGENDA

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

FINANCE

February Warrant 2017

Director of Business and Human Resources Short said that the warrant included some bills for the CAC renovations and three payrolls for the month. The warrant was referred to Committee Action Items for approval.

January Financial Statement and January Year to Date Statement

Director Short said that the district is tracking on budget. The January Financial Statement and the Year to Date Statement were referred to Committee Action Items for approval.

February Refunds

Director Short said that a number of single classes cancelled for various reasons.

Board Travel and Lodging Expenses for IAPD State Conference

Director Short said that the Board does not have to begin this procedure of approving the Board expense for travel and lodging as a Committee Action Item until March according to the district's ordinance, but he suggested that the Board approve the expense for the January state conference.

PARKS

Amendment to Landscaping Agreement

Director of Parks and Risk Management Howe said that the current mowing contract allows for three extensions at the same fees, and he is recommending that the Board approve this third and final amendment to extend the contract because he is pleased with the performance of the contractor.

Purchase of Playground Equipment for Cherbourg Park

Director Howe said that three playground options were offered to the residents in Cherbourg by letter and social media and 29 people responded. The majority of the residents choose option 3, but with a different choice of colors, so that is what staff is requesting to purchase.

POLICY AND LEGISLATION

Grant of Waterline Easement Agreement

Executive Director Risinger said that he was approached by the Northwest Water Commission requesting an easement on Twin Creeks Park property for an underground waterline connection to Reservoir #7. The easement agreement states that if any trees have to be removed that the Water Commission would replace them.

Revised Ordinance Book

Executive Director Risinger said that the changes in the ordinance book reflect the changes in the adjudication process with the Village.

PRESIDENT AND COMMISSIONERS REPORTS

Commissioner Jacobson said that he enjoyed the staff/board party and staff should be commended for how well it was organized. Commissioner Johnson agreed that the event was very enjoyable. She also attended the School District 21 event at the Raupp Museum that was very well attended. She commended staff on their operative reports that included what staff learned at state conference. She suggested that staff start planning which of our events should be designated as a Park Champion event. President Drazner said it was a very nice event for School District 21 at the Raupp Museum and he gave kudos to Recreation Supervisor Hersman for the Broadway Chicago Awards. He also commented on staff's reports on state conference and suggested that the Board also report on what they learned at state conference.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

Commissioner Johnson moved to adjourn the Workshop at 6:18 pm, seconded by Commissioner Jacobson and passed with a voice vote.

Respectfully submitted,

Secretary