



BUFFALO
GROVE
PARK
DISTRICT

**Buffalo Grove Park District Board of Commissioners
Workshop Minutes
March 13, 2017**

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

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, Risk Manager Tim Beckmann and Executive Assistant Martha Weiss

CALL TO ORDER

Roll Call

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

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests to introduce.

APPROVAL OF AGENDA

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

TOPICS FROM THE FLOOR

There were no Topics from the Floor.

CORRESPONDENCE

Executive Director Risinger reviewed the correspondence, including a newspaper article about the School District 21's Longfellow School's event at the Raupp Museum and an article in School District 96's Annual Report about the Park District winning the 2016 Best of the Best Intergovernmental Cooperation Award from IAPD.

RECREATION

2017 T-shirt Bid Results

The district received bids from six vendors for the 2017 T-shirt bid and staff is recommending the lowest bidder because staff has had a favorable experience with the company in the past.

POLICY AND LEGISLATION

Parks Day and IAPD Legislative Conference, Springfield - Tuesday and Wednesday, May 2 and May 3

The Board members were polled as to their attendance at this conference.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Risinger said that he has been working Director of Business and Human Resources Short to develop a staff incentive program promoting the purchase of IAPD youth license plates that will be brought to the April workshop. Staff met with the developer of property in northern Buffalo Grove and Village staff. Staff and board members had received an email from a fitness center member regarding the fitness center's policy for student discounts. Executive Director Risinger distributed information on student discounts at other park district fitness centers that showed that the Buffalo Grove Park district is the only one to offer student discounts to people over the age of 24, with proof of full time student status. Staff recommends that the district not offer discounts to any student 25 and older, regardless of whether they are full or part time students. This policy is consistent with the other park district fitness centers and makes for smoother administration of the program. Currently, six people who are taking advantage of the student discount "100 Days for \$100" are 25 or over out of the 250 members in the program. Another billing alternative for students is to choose the monthly student discount that four members currently are doing, and none of them are over 24. Therefore, the change in policy would affect only six members. The Board consensus was to change the student discount policy at the fitness center.

FINANCE

Updated 2016/17 Budget and Appropriation Ordinance

Director of Business and Human Resources Short John explained that the current budget and appropriation ordinance needs to be amended for several reasons. The amended ordinance will be placed on public display on March 17 and will be on the agenda for Board approval at the April 24th meeting.

Fiscal Year 2017/18 Budget Workshop

The Board packet contained a summary from staff of the highlights for each section of the budget. Executive Director Risinger said that in reviewing all of the capital projects that took place this fiscal year, he was grateful to staff for all that they accomplished. The board reviewed the changes in the proposed budget from last year's budget and staff's explanations of the changes. Included in the review was a discussion about staff changes and competing in the current and future market for the fitness center. Director Short said that the compensation study recently completed by an outside consultant will be presented to the Board in April. The Board thanked staff for such a good job on the budget.

PRESIDENT AND COMMISSIONERS REPORTS

President Drazner said that Les Miserables was an outstanding performance, and was one of the best performances the district has produced. Commissioner Johnson agreed that Les Mis was a great performance and announced that she is now serving on IAPD's Joint Conference Committee. Commissioner Schmerer and his wife really enjoyed Les Miserables and he complimented the production's director, Recreation Manager Hersman, for her passion and enthusiasm for the performing arts.

OLD BUSINESS

Executive Director Risinger distributed the plans for the interior renovations at the Community Art Center, and said that Legat Architects will attend the Workshop in April.

NEW BUSINESS

There was no New Business.

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

Commissioner Johnson moved to adjourn the Workshop at 7:33 pm, seconded by Commissioner Schmerer and passed with a voice vote.

Respectfully submitted,

Secretary