



Buffalo Grove Park District Board of Commissioners
Workshop Minutes
Community Arts Center, 225 McHenry Rd., Buffalo Grove, IL
May 14, 2018
5 pm

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

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Parks and Risk Management Tim Howe, Superintendent of Recreation Kim Cashmore and Executive Assistants Martha Weiss and Beth Wanland

Guests: Chris Stilling, Director of Community Development for the Village of Buffalo Grove and Deborah Harrison, Site Coordinator for the Buffalo Grove Tax Aide Program

CALL TO ORDER

Roll Call

President Schmerer called the Workshop to order at 5:03 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson, Reiner and Schmerer answered present.

PLEDGE OF ALIIGIANCE

Everyone stood for the Pledge of Allegiance.

INTRODUCTION OF GUESTS

Executive Director Ryan Risinger introduced Chris Stilling, Director of Community Development for the Village of Buffalo Grove, who will give a presentation on the Lake Cook Corridor development study and findings. Deborah Harrison, Site Coordinator for the Buffalo Grove Tax Aide Program, who will give an update on the tax program that has been running through the Park District for the past two years was introduced.

APPROVAL OF AGENDA

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

AARP TAX AIDE PROGRAM

Deborah Harrison gave a presentation on the AARP Tax Aide Program. She has been working with Recreation Supervisor Terri Ebner in bringing the program to the Park District during tax season the last two years. It is a national program run by volunteers who are certified with the IRS each year to prepare tax returns. The program's target market is elderly and low income individuals. Last year they were able to provide tax filing returns for 119 people. This year the number of tax returns prepared increased to 141 individuals. Deborah thanked the Park District for allowing the program to be run out of Alcott. The program is publicized on the AARP website, in the Park District brochure and in the Village of Buffalo Grove newsletter and they hope to expand the program in the future.

COMMUNITY ARTS CENTER TOUR

The meeting recessed at 5:15 pm for the Board to tour the newly renovated Community Arts Center.

TOPICS FROM THE FLOOR

The meeting reconvened at 5:37 pm and Chris Stilling gave the background of the Lake Cook Corridor plan, key findings in the study conducted by Jones Lang LaSalle, vision of the project, benefits to the residents, and short and long term implementation plans. The 15-year long term plan would provide growth, opportunity and value to our entire community. Seven hundred people have participated in giving input to the plan. The three stage plan includes creating open green space, adding a specialty grocer, developing an entertainment and food hub, building a fitness, health, wellness and medical district, and constructing residential luxury and active senior living apartments, to name a few.

CORRESPONDENCE

Executive Director Risinger reviewed correspondence including a thank you letter and picture from Illinois State Senator Julie Morrison from the Legislative Conference. Dean Bostrom sent a thank you note for the Golf Dome pass Director Risinger gave him in honor of his retirement as Executive Director of Hoffman Estates Park District. A copy of the letter and fact sheet sent out to invitees to the CAC Grand Reopening event was shared as well as an article that appeared in the Countryside on the Little Free Library opening at Martha Weiss Park.

PARKS

Director of Parks and Risk Management Tim Howe presented the Green Lake Pier bid recommendation to employ Copenhaver Construction, Inc. for the project. A discussion was held regarding the bid and Commissioner Reiner mentioned the Park District might want to use a future OSLAD grant to fund this project. Executive Director Risinger said that Rotary is donating money to fund a portion of the fishing pier and it was agreed that we should move forward with Copenhaver Construction.

Director Howe presented the bid recommendation for the Emmerich roof replacement using Prairie Roofing as the contractor and FH Paschen & SN Nielsen & Associates, LLC as project manager.

POLICY AND LEGISLATION

Executive Director Risinger presented a Review of the 2017-18 Quarter D Administrative Work Plan Report wrapping up 2017-18. There were no questions from the floor.

Executive Director Risinger also presented the Review of 2017-2018 Quarter D Department Goals and Objectives. There were no questions from the floor.

Resolution 18-5-1 Permission to Close Portion of State Highway for Stampede was presented. Executive Director Risinger pointed out that this is an annual requirement of the county.

Commissioner Reiner announced that a Resolution memorializing Anthony Sheehan II, nephew of Ann and former Executive Director Mike Rylko, is being presented in Springfield.

Commissioner Reiner also said that legislators in Springfield introduced an appropriation bill for AllenForce. The AllenForce program is serving over 1,200 veterans in 130 communities.

RECREATION

President Schmerer reminded the Commissioners of their invitation to attend the Preschool Teacher Appreciation Luncheon on Wednesday, May 30 at Tuscan Restaurant, 12 – 3 pm. He also reminded all of the upcoming Flag Day Event, June 14 at Veterans Park, 5:30 pm ceremony.

PUBLIC RELATIONS AND MARKETING

Public Relations and Marketing Manager Mike Terson told the Commissioners that the fall brochure is going well. He had another meeting with Buffalo Grove High School regarding a partnership between the Park District and a Buffalo Grove High School photography student intern. He is working on branding projects with the choir, dance and sports departments.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Risinger reminded the Commissioners of the SLSF/Rotary Golf Outing on Wednesday, May 16 at the Arboretum, Martha Weiss' retirement party at the CAC on May 31 from 5 – 7 pm, and Relay for Life on June 9 from 3 – 10 pm at Twin Groves Middle School.

PRESIDENT & COMMISSIONER REPORTS

Vice President Jacobson attended the Part-time Employee Appreciation Dinner at Barnaby's and said there was a nice turnout. Commissioner Drazner attended the Raupp Museum event. He said it was an excellent event and great for the third graders from Longfellow School. He picked up a copy of the Lake County Museum book and the Raupp Museum is prominently featured in it. Commissioner Drazner also attended a Chamber Luncheon and encouraged others to attend in order to have better representation from the Park District. He will be attending the Buddy Theater event at Ivy Hall on May 15. Commissioner Johnson also attended the Raupp Museum event and the dedication of the Little Free Library at Martha Weiss Park. She was impressed with the poise and confidence of the Girl Scouts who painted the book box. She thanked Ryan, Jack and Larry for attending the session she co-moderated at Legislative Conference in Springfield. She attended the first session of the IAPD Leadership Institute training and said it is a great way to hone your leadership skills. Commissioner Johnson is also attending the Buddy Theater event tomorrow. President Schmerer attended

Commissioner Johnson's session at the Legislative Conference. He announced to the group that his house is for sale and he might be moving to Lincolnshire later this summer.

PARK BOARD OFFICERS, COMMITTEE CHAIRS AND LIAISONS FOR FISCAL YEAR 2018-2019

ELECTED OFFICERS

President – Scott Jacobson
Vice-President – Adriane Johnson

ANNUAL APPOINTMENTS

Treasurer – Rick Drazner
Legal Counsel – Steven Bloomberg

COMMITTEE AND CHAIR APPOINTMENTS

Park Development – Scott Jacobson
Policy and Legislation – Larry Reiner
Recreation – Jack Schmerer
Public Relations – Adriane Johnson
Finance – Rick Drazner
Personnel – Adriane Johnson and Larry Reiner
Ethics Advisor – Larry Reiner
IAPD Legislative Key Contact – Larry Reiner

PARK BOARD LIAISON APPOINTMENTS

Village Board – Scott Jacobson
Village Plan Commission – Rick Drazner
Friends of the Parks Foundation – Jack Schmerer
Environmental Action Team – Adriane Johnson

STAFF POSITIONS

Executive Director – Ryan Risinger
Park Board Secretary – Ryan Risinger
NWSRA Board Member and Alternate – Ryan Risinger and Bill Heider
PDRMA Representative and Alternate – Dani Hoefle and Tim Beckmann
ADA Compliance Officer – Tim Beckmann
FOIA Officers – Ryan Risinger, John Short, Mike Terson and Beth Wanland
OMA Officers – Ryan Risinger, Bill Heider, John Short and Beth Wanland
Assistant Treasurer – John Short
Finance Compliance Officer – John Short
Friends of the Parks Foundation Board Member – Ryan Risinger

EXECUTIVE DIRECTOR'S REPORT

Executive Director Risinger asked to let him know who is planning to attend the NRPA Conference in Indianapolis in September. Commissioners Jacobson and Johnson said they will be attending. Commissioner Schmerer will not attend and Commissioners Drazner and Reiner will let him know. He

reminded the Commissioners that the Board Workshop will be held at 6 pm at the CAC on June 11 following the Art Gallery opening at 5 pm. Executive Director Risinger said that Superintendent of Recreation Kim Cashmore is retiring in August and has asked for continued membership at the Fitness Center as a going away present for 29 years of service. He reminded the Board that the IAPD Golf Classic is on Thursday, July 12 in Bensenville. The ADA transition plan is complete. Executive Director Risinger thanked Superintendent of Facilities and Risk Management Tim Beckmann for overseeing the plan with Mark Trieglaff of ACTServices. Mark will come to a board meeting in August and present the executive summary of the plan. Executive Director Risinger also explained that he would have presented recommendations for the Mill Creek playground and the Mirielle tennis courts and Rylko pickleball courts at this meeting but didn't receive any bids. We are trying to stay on schedule and have re-posted the bids. The bid opening is on May 22 and he would like to bring the recommendations to the Board meeting on May 29. Attorney Bloomberg has been consulted and approved the re-posting. Temporary easements for the Weiland Road project will be reviewed by Attorney Bloomberg and approved by Executive Director Risinger.

OLD BUSINESS

A discussion was held regarding Commissioner Schmerer's proposed idea of holding the July Board meeting outside and perhaps starting with a social. It was decided Executive Director Risinger will look into the possibility of holding the meeting at Willow Stream Park in September when it is cooler and where we will have the Dan Schimmel Pavilion available to convene in case of rain.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

Commissioner Jacobson moved to adjourn the Workshop at 7:09 pm, seconded by Commissioner Drazner and passed with a voice vote.

Respectfully Submitted,

Secretary