



BUFFALO
GROVE
PARK
DISTRICT

Buffalo Grove Park District Board of Commissioners
WORKSHOP MINUTES
530 Bernard Drive, Buffalo Grove, IL
January 13, 2020

Commissioners Present: Tracy Bragg, Steve Cummins, Scott Jacobson, Adriane Johnson and Larry Reiner

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Parks and Planning Tim Howe, Public Relations and Marketing Manager Mike Terson and Executive Assistant Beth Wanland

CALL TO ORDER

Roll Call

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

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests to introduce.

MOMENT OF SILENCE

President Johnson asked the meeting attendees to observe a moment of silence in memory of Park District part-time employee, Rich Skloot, who was tragically killed in a car accident on New Year's Day.

APPROVAL OF WORKSHOP AGENDA

Vice President Reiner moved to approve the Workshop Agenda, seconded by Commissioner Cummins and passed with a voice vote.

TOPICS FROM THE FLOOR

There were no Topics From the Floor.

CORRESPONDENCE

Executive Director Ryan Risinger mentioned that we received a thank you note from the Vernon Township for the Thanksgiving donation made to their food pantry. There was also a thank you note from the Chamber of Commerce for the Park District donation made to their Casino Night fundraiser. He also informed the Board of the dates of the Cook and Lake County Legislative Breakfasts which are scheduled in February.

Gilio Landscape Proposal

Director of Parks and Planning Tim Howe said that the landscape proposal is a renewal of the contract we had with Gilio Landscape Contractors last year.

Veterans Park Playground Proposal

Director Howe said that three playground designs went to residents near Veterans Park for voting. The design chosen by the residents is what he is proposing and the playground will be ADA accessible. Director Howe said that the installation and pour-in-place surface costs for the playground will be in the next fiscal year budget.

Fitness Center Electronic Signage Proposal

Director Howe said we went out to bid for the Fitness Center sign and Correct Digital Displays was the winning bidder. He said their reference checks came back favorable. Commissioner Jacobson asked if we are going to get a similar sign for the CAC. Executive Director Risinger said that he was contacted by the county regarding the widening of Lake Cook Road and he would like to wait to see how our easement is impacted before we purchase a sign for the CAC. Commissioner Jacobson also asked what will be displayed on the sign at the Fitness Center. Public Relations and Marketing Manager Mike Terson said we will be advertising Fitness Center promotions and other Park District events. We will continue discussions with the Village on what exactly we can promote. The marketing department will make the ultimate decision on the verbiage that goes on the sign.

Ordinance 20-1-1 Sale of Personal Property

Director Howe said that the items listed in Ordinance 20-1-1 is old surplus property from Ivy Hall that staff would like to sell.

POLICY AND LEGISLATION

Resolution 20-1-1 Board Non-Discriminatory and Anti-Harassment Policy per Public Act 101—0221

Vice President Reiner said that he and Executive Director Risinger discussed the policy change which needs to be approved by mid-February. Commissioner Jacobson asked what the next step would be if a commissioner was found guilty of harassment. Executive Director said he would ask Jason Anselment with IAPD legal counsel for further explanation. He said he will review the policy in the manual and rewrite the language so that it is reflective of board members.

RECREATION

BGFC Café Discussion

Director of Recreation and Facilities Heider said we would like to open up the café area at the Fitness Center. The space will have vending machines and be used like an internet café where people can sit and work on their tablets or have a snack with a friend after a workout. Executive Director Risinger said our goal is to sell a few items that are not available in vending machines from behind the counter. Commissioner Cummins suggested holding a discussion with the vending supplier to make certain we are not competing with them with the product we sell behind the counter. The work will be performed in-house and we will need to purchase materials only. President Johnson thanked Director Heider for looking into the Starbucks option more than once. Commissioner Jacobson said he saw that Sky Fitness is expanding their facility and Arlington Heights Park District opened a new facility. Executive Director Risinger said the long term goal is to add on to the Fitness Center but currently there are infrastructure needs we need to address.

NWSRA Lease Agreement

Executive Director Risinger said that our legal counsel has reviewed the lease agreement and we are ready to move forward. The agreement is similar to what we had with Athletico. Vice President Reiner said that he feels the wording should be *leased space* throughout the agreement rather than *space*. Executive Director Risinger said that he will check with Attorney Bloomberg about the wording. Commissioner Cummins asked the anticipated timeline as to when the construction work will be done and when NWSRA will be moving in. He pointed out that the lease states that the Park District cannot start collecting rent until the construction is complete.

Director Heider gave a shout-out to staff that painted and redecorated Room 24.

PRESIDENT AND COMMISSIONERS' REPORTS

Executive Director Risinger said that Congressman Brad Schneider is holding Congress on Your Corner at the Community Arts Center on Sunday, January 19 at 2 pm. He also said that Executive Assistant Beth Wanland will be sending out a Conference Calendar to the Board after the Social Committee's meeting on Thursday where they will be finalizing social events.

Commissioner Jacobson said he won't be able to attend conference because he has a business meeting in Nashville that week. He congratulated President Johnson in advance for being named Chair of IAPD.

Vice President Reiner thanked the Board for the support sent to him and Mallory during the month of December. He said he is very much looking forward to conference.

President Johnson said that she is honored to be named Chair of IAPD and that she will be very busy with commitments during conference and may not be able to attend our events like she normally does. She said the reason she is on IAPD's radar is because of our premiere Park District. She attended Choral Buddies and they once again honored former Commissioner Drazner. She attended the Senior Holiday Luncheon and said it was nice that the seniors remember the Board members. She also attended The Supper Club on Saturday night and gave kudos to staff for working with the Friends of the Parks Foundation and planning such a wonderful fundraising event. She visited the atrium renovations at the CAC and said that it looks amazing. She will attend the packet stuffing meeting for the IAPD/IPRA conference on Thursday at noon at the IAPD headquarters.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

ADIJOURNMENT

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

Respectfully submitted,



Secretary