



BUFFALO
GROVE
PARK
DISTRICT

Buffalo Grove Park District
WORKSHOP MINUTES
February 10, 2020
530 Bernard Drive, Buffalo Grove, IL
6 pm

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

Staff Present: Executive Director Ryan Risinger, Director of Recreation & Facilities Bill Heider, Director of Parks & Planning Tim Howe 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

Superintendent of Recreation Chuck Burgess and Aquatics Supervisor Jenn Foreman were in attendance.

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 Risinger said he didn't have additional correspondence other than what was in the board packet.

Third Quarter Administrative Work Plan

There were no questions on the Administrative Work Plan.

Third Quarter Departmental Goals and Objectives

Executive Director Risinger said that staff is doing a fantastic job staying on top of their goals and objectives.

Vice President Reiner asked about a volunteer policy that Executive Director Risinger, Human Resources Manager Scott Spitz, and Risk Manager Dani Hoefle are working on. Executive Director Risinger said that the team has met and recently developed a recommendation that is currently in review. Once finalized, it will be presented to the Board for approval.

RECREATION

2020 - 21 Program Fees

Director of Recreation and Facilities Bill Heider explained that we are getting hit hard by the new minimum wage requirements and are trying to offset the costs where we can. He said the goal is to keep program fees at the same rate whenever possible. However, he said we want to remain competitive to get the cream of the crop when hiring.

Jenn Foreman, Aquatics Supervisor

Director Heider said that he and Executive Director Risinger have asked staff to come in and introduce themselves to the Board and tell them what they do for the Park District. Aquatics Supervisor Jenn Foreman spoke to the Board on aquatics facilities performance over the past year. She said Spray 'N Play rentals were down due to the cold weather in June. Six thousand people visited Spray 'N Play last summer. Summer indoor pool passes were down and school year indoor pool passes were up. We expect after the spring season we will have taught 1,300 swim lessons. The Hurricanes winter swim team is undefeated so far this season and the Cyclones developmental team is also undefeated to date. Aquatics will host two late night swims on Friday nights this year. Staff is trained weekly for 2-1/2 hours during the summer. Aquatics hosted a critical incident training with the police and fire departments, and PDRMA last summer. Ms. Foreman will continue to promote a Jr. Life Guard program for 12 – 14 year olds, adult learn to swim lessons, and Willow Stream rentals. All life guards are certified through StarFish Aquatics.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Risinger congratulated Vice President Reiner who was interviewed at the IAPD conference for the Legends Video Series. He reminded Commissioners Johnson, Reiner and Cummins that they replied they are attending the Cook County Legislative breakfast on Friday, February 14 in Glenview. Executive Director Risinger and two staff members are going to the Lake County Legislative breakfast on Friday, February 21 in Gurnee. He also reminded the Board that the next Board meeting on Monday, February 24 will be held at the Raupp Museum. Executive Director Risinger explained to the Board that moving forward we will be approving closed session meeting minutes 30 days after the meeting like the Board does with Workshop and Regular Board Meeting minutes. This decision was made after Executive Assistant Wanland attended an Open Meetings Act session at conference. The recommendation was made by the presenting attorney who is an expert on the Open Meetings Act. Executive Director Risinger also addressed our policy on walking the track at the Fitness Center in response to a question brought up by a resident. The Fitness Center does not have exclusive

ingress/egress to the track and therefore we cannot control the people using the facility which puts us at risk for liability. Due to this and other concerns we offer a Walk the Dome program at the Golf Dome to our senior citizens from 8 – 9 am Monday through Friday as an alternative.

PRESIDENT AND COMMISSIONERS REPORTS

President Johnson attended the Chili Cook Off on Saturday. She gave kudos to Museum Curator Debbie Fandrei who organized the 4th Annual Parks and Rec Career Expo Day. There were over 60 students from four schools and she said the entire audience was new to the program. President Johnson has a contact at Wintrust, Miriam Campbell, who may be interested in sponsoring this project in the future. She said it aligns perfectly with the Wintrust community outreach program. Director Heider and Ms. Fandrei will follow through with Ms. Campbell.

Vice President Reiner said he has been in Springfield and inquired about the revenue we are expecting to receive from the state of Illinois. Legislators did not have a concrete answer or a timeline for disbursing funds. Each senator will eventually be receiving funding and they will decide who it goes to. He suggested we reach out to our legislators and make a case as to why and how we will use the funds.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

President Johnson passed out an evaluation form for commissioners to complete for Executive Director Risinger's annual review.

Executive Director Risinger said he received a FOIA request from Jake Griffin with the Daily Herald regarding residential property owned by the Buffalo Grove Park District.

EXECUTIVE SESSION

The Board did not enter Executive Session.

ADJOURNMENT

Commissioner Bragg moved to adjourn the Board Workshop at 6:57 pm, seconded by Commissioner Jacobson and passed with a voice vote.

Respectfully submitted,

Secretary