



Buffalo Grove Park District Board of Commissioners  
WORKSHOP MINUTES  
June 15, 2020  
6 pm

Due to COVID-19 and the Governor's Phase 3 order of gatherings limited to 10 people or fewer, the President of the Board of Commissioners has declared it is necessary to hold the meeting online.

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

Commissioner Absent: Tracy Bragg

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Business Services and Human Resources John Short, Superintendent of Parks Randy Smith, Superintendent of Development Mike Maloney, Superintendent of Communications and Marketing Mike Terson, Buffalo Grove Fitness Center Manager Mike Schulewitz, Superintendents of Recreation Chuck Burgess, Chris Eckert, Greg Ney and Erika Strojinc, Risk Manager Dani Hoefle, Recreation Manager Diana Clayson, Facility Supervisor Brian O'Malley, Aquatics Facility Supervisor Jenn Foreman, Recreation Supervisors Amanda Busch, Terri Ebner, Jessi Hersman and Allison Oberst, Partnerships and Communications Specialist Wendy Friedman and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

**Roll Call**

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

MOMENT OF SILENCE

President Reiner asked for a moment of silence out of respect for the Bragg family who is going through a difficult time dealing with health concerns of Village of Buffalo Grove Manager Dane Bragg's father.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF THE WORKSHOP AGENDA

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

## FINANCE

### **June Warrant 2020**

Commissioner Jacobson asked about funds on hand. Director Short said it shows a comparison from where we were a month ago. He said the first distribution of Lake County tax money came in early.

### **May Refunds**

Director Short said we issued a large number of refunds for preschool and camps.

### **May Year to Date Statement**

Commissioner Cummins asked about a CD coming due and if we will renew. Director Short said he will not renew at this time because there are too many unknowns with COVID-19.

## POLICY AND LEGISLATION

### **2020-2021 Department Goals and Objectives**

Executive Director Risinger noted that some departments turned in Quarter A only because of so many unknowns with the pandemic.

### **2020-2021 Executive Director Work Plan**

Executive Director Risinger said that he may be adding to the Work Plan moving forward due to the COVID pandemic.

### **Strategic Plan/Agency Goals and Objectives**

Executive Director Risinger said Superintendent of Recreation Greg Ney put the template together and he thought the staff did a tremendous job on them. Staff will bring goals and objectives before the Board twice a year. He said all staff was involved in developing the Strategic Plan/Agency Goals and Objectives.

## PARKS

### **Ordinance 20-6-1 Sale of Personal Property**

There were no questions regarding Ordinance 20-6-1 Sale of Personal Property.

### **Rylko Park Pavement Maintenance Bid**

Superintendent of Development Mike Maloney said the pricing came in on budget and we hope to move ahead. He said we accepted the second lowest bid due to first-hand knowledge from a previous working relationship with the lowest bidder. Commissioner Cummins said he appreciated being told that information.

## RECREATION

### **Bill's Football Affiliate Agreement**

Commissioner Jacobson asked if there was anything in the agreement with regard to COVID-19. Executive Director Risinger said that the Bill's are subject to mandates from the state. He said are working with them on guidelines and reviewing what they put together. Director Heider thanked Superintendent of Recreation Greg Ney for working with the Bill's and correcting a lot of situations that took place last year.

### **BGRA Affiliate Agreement**

There were no further comments on the BGRA Affiliate Agreement.

PRESIDENT AND COMMISSIONERS REPORTS

Commissioner Cummins thanked staff for all their hard work.

Commissioner Jacobson said that the virtual programming is amazing. He said that this is an unprecedented time and thanked the staff for creatively serving the community.

Commissioner Johnson thanked staff for their hard work and for the quick turn around in providing a virtual calendar. She attended the virtual Oz production and was impressed. She thanked Fitness Center General Manager Mike Schulewitz for representing the Park District at the Vernon Area Library's Back to Business virtual program in conjunction with the Rotary/Chamber. He informed the group on what is going on at the Fitness Center and how they are preparing to reopen. She attended the IAPD Victory Garden webinar and thinks it is a great thing to explore. She said that in her parting words serving as president of the Board she forgot to give kudos to Executive Director Risinger, Director of Recreation and Facilities Heider and staff for planning and executing the 50<sup>th</sup> Anniversary celebrations last year. She appreciates the newsletters and great communication from staff. Commissioner Johnson said that by June 25 she will have an answer on whether or not the state conference will be held next year and thanked staff for providing feedback to IAPD.

President Reiner said there was a lot of discussion this week in Springfield on grants available. He said they were all wrapped into a bond issue that should come out of the governor's office by the end of the week. They will then determine where the grants go. He also said the July application deadline for OSAD grants has been postponed.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

ADIJOURNMENT

Commissioner Johnson moved to adjourn the Workshop at 6:31 pm, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: Bragg

Respectfully Submitted,

  
Secretary