



Buffalo Grove Park District Board of Commissioners
WORKSHOP MINUTES
April 27, 2020

Please note: Due to the situation with the COVID-19 Pandemic and the Governor's executive order requiring all Illinoisans to stay at home, the Monday, April 27, 2020 Board Workshop was accessible to the public online.

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 Business Services and Human Resources John Short, Director of Parks and Planning Tim Howe, Public Relations and Marketing Manager Mike Terson, Superintendents of Recreation Chris Eckert, Greg Ney and Erika Strojinc, Superintendent of Development Mike Maloney, Recreation Manager Diana Clayson, Risk Manager Dani Hoefle, Recreation Supervisors Amanda Busch, Jenn Foreman, Jessi Hersman, Allison Oberst and Brian O'Malley, and Executive Assistant Beth Wanland

Attorney Steven Bloomberg was present online

CALL TO ORDER

Roll Call

President Johnson called the Workshop to order at 6:02 pm. The roll was called and Commissioners Bragg, Jacobson, Johnson and Reiner answered present.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF THE WORKSHOP AGENDA

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

FINANCE

April Warrant 2020

Director Short said the April Warrant is longer than usual due to the over \$100,000 in refunds issued this month.

March Financial and Year to Date Statement

Director Short said that we had a half month of revenues in March. We will see the real impact of the pandemic on the April financial statement. Vice President Reiner asked if the District had heard anything more from PDRMA regarding recovery funds. Executive Director said he has not heard

anything new. Commissioner Jacobson asked if we have drawn down any money and Director Short said we will probably be down approximately \$1,000,000 by June 1. We expect the county taxes to come in in June and provided this happens we should be good shape through late summer/early fall.

There were no comments on the Year to Date Statement.

April Refunds

There were no further comments on April refunds.

Resolution 20-4-1 IMRF Part-time Staff Benefit Protection Leave

Director Short said that this protection will provide disability and death benefits for our laid off part-time staff should anything happen between now and when they are hired back. They can pay it back over time and any cost to the Park District would be rolled into our rate and amortized over 20 years.

Commissioner Jacobson asked if staff has reached out to laid off permanent part-time staff. Executive Director Risinger said that we have to be careful that contact is not construed as work related.

Commissioner Jacobson said that it would be nice to do a well-being check.

Commissioner Cummins asked if the leave protection for laid off part-time employees allows for IMRF service credit through April and May. Director Short said they worked in April and earned IMRF credit and his understanding is that their gap will be covered.

Draft of Early Retirement Incentive Program

Executive Director Risinger said that we will discuss this topic in Executive Session which will include names of people who qualify for the program.

Preliminary Lake County Tax Extension

Director Short said that it looks like Lake County is on target for an early June first payment of the extension. There was a nice increase in EAV (Equalized Assessed Value) which was due to a reassessment of property values this year.

2020-21 Proposed Organizational Chart

Executive Director Risinger said that this document is included every year and is part of the budget.

POLICY AND LEGISLATION

Resolution 20-4-2 Temporary Rules for Public Meeting Participation

Vice President Reiner participated in an IAPD webinar that recommended districts come up with rules for public participation in virtual Board meetings. This resolution allows residents to submit questions or comments prior to or during the virtual meeting.

PRESIDENT AND COMMISSIONERS' REPORTS

Vice President Reiner said he has been in contact with Executive Director Risinger regarding the Governor's Executive Order and potential release of funds on the state level. He said there is a lot of information out there and legislators are working on our behalf.

President Johnson thanked staff for their resilience and innovation during this unprecedented health crisis. She loved the #bgpdstrong video and congratulated Director Short and his team on the 22nd consecutive GFOA (Government Finance Officers Association) certificate of achievement for excellence in financial reporting. She suggested joining IAPD's Return to the New Normal webinar next week. President Johnson said all of IAPD's Leadership Institute webinars are free of charge for the time being.

OLD BUSINESS

President Johnson said she spoke with Melissa Drazner regarding renaming Twin Creeks Park after former commissioner Richard Drazner and the family is very appreciative.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

Commissioner Cummins moved to adjourn the Workshop at 6:25 pm, seconded by Commissioner Bragg and passed with a voice vote.

Respectfully Submitted,

Secretary