



BUFFALO  
GROVE  
PARK  
DISTRICT

Buffalo Grove Park District  
WORKSHOP MINUTES  
February 8, 2021  
6 pm

Due to COVID-19 and the Governor's mitigation limiting public gatherings, the President of the Board of Commissioners declared it is not practical or prudent to meet in-person and stated the Workshop is to be held virtually online.

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

Staff Present: Executive Director Ryan Risinger, Director of Business Services and Human Resources John Short, Director of Parks and Planning Tim Howe, Director of Recreation and Facilities Erika Strojinc, Superintendent of Recreation Chuck Burgess, Superintendent of Communications and Marketing Mike Terson, Risk Manager Dani Hoefle, Recreation Manager Diana Clayson, Aquatics Facility Supervisor Jenn Foreman, Recreation Supervisors Amanda Busch and Jessi Hersman, and Executive Assistant Beth Wanland

CALL TO ORDER

**Roll Call**

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

INTRODUCTION OF GUESTS

There were no guests in attendance. President Reiner thanked staff for attending.

APPROVAL OF WORKSHOP AGENDA

Commissioner Johnson moved to approve the Workshop Agenda, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

TOPICS FROM THE FLOOR

There were no topics from the floor discussed.

CORRESPONDENCE

Executive Director Risinger said there was a Daily Herald article on the Park District winning a \$500 Safety Award from the Park District Risk Management Agency for installing a radar speed limit sign in

the Alcott parking lot. He also said there were several articles in the Board packet published in the Daily Herald and the Countryside on the Rotary/Northern Illinois Food Bank drive-up event held at Mike Rylko Park on Saturday, January 30. He thanked Superintendent of Parks Randy Smith and Parks Foreman Steve Houde who plowed the entire lot prior to the event. Many Rotarians were in attendance distributing food and Village Manager Dane Bragg and his son, Wade, were also working the event. The group served 200 families and organizers hope to hold another event in the spring.

## POLICY AND LEGISLATION

### **Third Quarter Administrative Work Plan Update**

Executive Director Risinger said that the Administrative Work Plan is a work in progress. He said we are trying to get as much done as we can while considering COVID restrictions.

### **Third Quarter Departmental Goals and Objectives Update**

Executive Director Risinger said that staff is doing a fantastic job staying on top of their goals and objectives and making adjustments as needed. He said he is proud of everything staff is accomplishing. Commissioner Johnson said staff has pivoted in this pandemic and made the most of creative programming. President Reiner congratulated staff on the fantastic job they are doing during these difficult times.

### **Service Animal Policy/Ordinance Update**

Executive Director Risinger said the Service Animal Policy and ordinance update is something we have had on the back burner since Mark Trieglaff, Founder and President of Accessibility Consultation and Training Service, performed his assessment for the Park District a few years ago. Risk Manager Hoeffle pointed out that one document in the packet is a staff reference document and the other is an actual update to the Ordinance.

### **Amendment to IRS Code for Flexible Spending and Dependent Care Accounts**

Director Short said the Amendment to the IRS code gives us more flexibility on Flexible Spending Account and Dependent Care accounts. Commissioner Cummins asked about the grace period that was unchecked on the amendment in the packet. He said it gives you a little greater flexibility and suggested Director Short explore the option. Director Short said he will review the amendment and make certain staff has the best option.

President Reiner asked Commissioner Johnson if she had any legislative updates to give the Board. Commissioner Johnson said legislators are busy submitting bills for legislation by the deadline. She said she hopes to serve on the following committees: Public Safety, Transportation, Behavioral and Mental Health, Ethics, Commerce, and serve as Vice Chair of the Environmental and Conservation committee. There will be one large appropriation committee this year with multiple appropriation sub-committees. She said she asked to serve on the Personal and Procurement and the Agriculture, Environment and Energy sub-committees. She said there will be a virtual governor's address at noon on Wednesday, February 17. Locally, she said she will be working on a few things with Representative Didech. She also sat in on a cancer caucus and would like to form a small business caucus. She said the Senate will go back in session in early March but committee hearings start this week. Commissioner Johnson said she will not be on the JLC committee of IAPD next year due to a conflict of interest. President Reiner added that on Wednesday state representatives are meeting in the capitol for the first time in nearly a year. It will be the first meeting with the new Speaker of the House.

**2021 Mowing Bid Contract**

Director Howe said this is a second year of a three year contract renewal from Gilio Landscaping. He said the parks department loves working with Gilio and they do a great job mowing. President Reiner asked what the cost is. Director Howe said the contract represents 28 cuts, covering 220 acres, for \$88,000.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Risinger said he received an email inviting the Board to a virtual Lake County legislative breakfast on Friday, February 26. Executive Assistant Wanland will email the Board with details and ask for a reply from those interested in attending. He added that he has not heard anything about a Cook County's legislative breakfast yet. Executive Director Risinger said he sent out letters today to our federal senators and representatives encouraging them to pass federal aid which includes park districts and other special districts. He thanked the parks snow removal staff who have been working overtime recently. He mentioned the Northern Illinois Food Pantry wants to hold another drive-up food distribution event in June at Rylko Park.

STAFF UPDATES

Recreation Manager Diana Clayson said how great it is to have preschoolers back in the building. A grandmother stopped her to tell her how her granddaughter is a different child now that she is back in school with friends.

Risk Manager Hoefle said we have a lot of staff that are going to be vaccinated soon. She added that this is her last meeting for a few months while she goes on maternity leave.

PRESIDENT AND COMMISSIONERS REPORTS

Commissioner Johnson thanked Recreation Supervisor Amanda Bush's Pod Squad participants for making Valentine cards for Senator Johnson who will be dropping them off at senior citizen facilities. Dance class and preschool participants also made Valentines. She said there were more than 1,000 participants at the virtual IAP/IPRA virtual conference. She said you can go back and view sessions to earn CTU's until March 1. There were many park districts represented who had never attended conference before. The Annual Business meeting had 250 people attend virtually. She congratulated Superintendent of Communications and Marketing Mike Terson again on receiving an IAPD award, Commissioner Bragg on achieving her Master Board Member award, and Dr. Larry Reiner on receiving the Chairman's Citation at conference. She thanked Dr. Reiner for his service in the state of Illinois and on a national level. She also thanked the Park District team and said we have amazing leaders and with their support, she was able to be successful in her service as chair of IAPD last year. She said we really have three pandemics: COVID, racial unrest, and economic challenges and said there is still a lot of work to be done.

Commissioner Cummins congratulated Commissioner Johnson on the success of the IAPD/IPRA virtual conference and said the presenters did a great job. He commended IAPD on the pivoting newsletter he recently received. He thought it was well done and documented everything the agency did in a difficult year. He thanked the parks staff for the efficient job they did plowing the abundance of snow we've had of late. Last, he said he appreciated the communication from the Fitness Center on taking the stance of continuing to wear face masks for the safety of its members.

Commissioner Bragg commended Commissioner Johnson on her service as chair of IAPD this past year. She congratulated staff for getting preschoolers back in the classroom after being out for so long. She also thanked Rotary and the Northern Illinois Food Bank for serving the community at the drive-up food distribution. She ended by announcing she will be serving on IAPD's Honors and Resolutions committee this year.

Vice President Jacobson said he is impressed with everything Commissioner Johnson does and congratulated her on a great job serving as chair of IAPD this last year - the most trying year in our lifetime. He said he is getting his vaccine tomorrow and is looking forward to it. He said one more person vaccinated is one less person who can transmit the disease.

President Reiner showed the plaque he received for the Chairman's Citation award. He said in his speech he honored the Buffalo Grove Park District. He said he can't put into words how thankful is for the Park District and the Boards for which he has served for and with. He said we live in a melting pot and we need to be accepting and welcoming of everyone. He said we should always stand up for what is right and do the right thing for our community.

#### OLD BUSINESS

There was no Old Business discussed.

#### NEW BUSINESS

There was no New Business discussed.

#### EXECUTIVE SESSION

The Board did not enter Executive Session.

#### ADIJOURNMENT

Vice President Jacobson moved to adjourn the Board Workshop at 6:42 pm, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

Respectfully submitted,

  
Secretary