



Buffalo Grove Park District Board of Commissioners
WORKSHOP MINUTES
April 11, 2022
Alcott Center – Room 24
6 pm

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

Staff Present: Executive Director Ryan Risinger, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Erika Strojinc, Superintendent of Development Mike Maloney, Superintendent of Communications and Marketing Mike Terson, Risk Manager Dani Hoefle and Executive Assistant Beth Wanland

CALL TO ORDER

Roll Call

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

INTRODUCTION OF GUES

Lance and Eric Vondrak, Darci and Molly Fitzsimmons, Cristian and Dominik Berrios, Jonathan, Polly and Jonah Brenner, Jeff and Martha Weiss, Gerald, Cathi, Kyle and Owen Green, and Richard and Michael Meschbach

APPROVAL OF AGENDA

President Jacobson said that the Agenda needs to be revised to include Resolution 22-4-9 Jonah Brenner. Vice President Bragg moved to approve the revised Monday, April 11, 2022 Workshop Agenda, seconded by Commissioner Reiner and the motion passed with a voice vote.

TOPICS FROM THE FLOOR

Former Commissioner Martha Weiss congratulated the Friends of the Parks Foundation for the wonderful Trivia Night event they hosted on Saturday, April 2. She also invited everyone to attend a movie night at 7 pm at the CAC on Earth Day, Friday, April 22 featuring *The Story of Plastic*.

CORRESPONDENCE

Executive Director Risinger said that correspondence in the Board packet included a flyer of an interview with Environmental Action Team member, Jeff Weiss.

RECOGNITION RESOLUTIONS

Resolution 22-4-8 Safety Award Winner – Molly Fitzsimmons

President Jacobson read the resolution commending Molly Fitzsimmons for observing smoke coming from the landscaping in the front of the CAC and alerting staff. Her quick thinking potentially avoided a fire at the facility.

Commissioner Reiner moved to approve Resolution 22-4-8 honoring Safety Award Winner, Molly Fitzsimmons, seconded by Commissioner Cummins, and the motion passed with a voice vote.

Resolution 22-4-7 Eagle Scouts BSA

President Jacobson read the resolution commending Troop 140 Eagle Scouts for building concrete aquatic planters for Green Lake, and creating a list and map for planting the Butterfly Garden at Green Lake Park. The scouts collected seeds, built seed cleaning screens, and spread seeds throughout prairie, woodland and wetland areas of Park District parks. Scouts pulled weeds, cleared buckthorn, stacked brush, spread compost, and planted native species to restore native areas in the parks.

Commissioner Reiner moved to approve Resolution 22-4-7 honoring Troop 140 Eagle Scouts BSA, seconded by Commissioner Cummins, and the motion passed with a voice vote.

Jeff Weiss said he was the mentor for the scouts and they are planning to complete a new project at Mill Creek Park. He thanked them for all of the work they have done in our parks to make them more environmentally friendly.

Resolution 22-4-9 Eagle Scout Jonah Brenner

President Jacobson read the resolution commending Jonah Brenner for spending many hours of work building a Buddy Bench which is ADA assessable and will be installed in Rick Drazner Park near the Buddy Baseball field.

Commissioner Cummins moved to approve Resolution 22-4-9 honoring Troop 29 Eagle Scout, Jonah Brenner, seconded by Commissioner Reiner, and the motion passed with a voice vote.

POLICY AND LEGISLATION

2022-23 Fiscal Year Board Meeting Calendar

Commissioner Reiner said he reviewed the FY Board Meeting Calendar and the dates seem to work.

Business Manual Update

Executive Director Risinger said that having been on the Distinguished Agency board he realized we needed to update the manual and said the biggest changes are the revenue policy and emergency expenditure policy.

President Jacobson said he noticed that some changes that once required Board approval now require Executive Director approval. Executive Director Risinger said the changes relate to discounts, non-resident pricing strategies, and fee waivers. He said these administrative decisions can often not wait until the end of the month for Board approval. Commissioner Reiner said this decision falls within the core values of our Board and he doesn't see it being an issue. Executive Director Risinger said if something out of the ordinary comes up, it is always brought to the Board for approval.

Ordinance Book Update

Executive Director Risinger said the Ordinance Book update entailed a full review of ordinances. He said we are required to review this book every few years and said the biggest change is in section 1.30 in regard to public assemblage. He said we cannot say no to groups wanting to gather due to freedom of speech.

Budget and Appropriation Ordinance 22-4-1 for Fiscal Year 2022/23

Commissioner Cummins said he sent a quick typo revision to Director Short which he handled and there were no other comments from the Board.

Administrative Schedule

Executive Director Risinger said that we are due for a full review of our salary schedule this fall. He said we do this every three years. He explained that we didn't move the scale during COVID-19 and this year we are proposing a 3% increase. President Jacobson pointed out that inflation is a 7% right now. Commissioner Reiner said it is important to take care of our employees.

IMRF Preliminary Rate Notice for 2023

Director Short said that the Actuarial Determined Contribution (ADC) will decrease to 12.07%; this would be a decrease of 10.72% from our current rate of 13.52%.

RECREATION

Bills Football Affiliate Agreement

Director Risinger said we review these agreements thoroughly every few years and they have been approved by the Bills and BGRA as well as our legal counsel. He said our relationship with the Bills is better than it has been in a long time. He thanked Superintendent of Recreation Greg Ney for working with the Bills and BGRA on both agreements and the three licenses.

BGRA Affiliate Agreement

There were no further questions on the BGRA Affiliate Agreement.

Emmerich East Building License

There were no further questions on the Emmerich East Building License.

Emmerich Park Concession License

There were no further questions on the Emmerich Park Concession License.

Keith Sonne Moser Building License

There were no further questions on the Keith Sonne Moser Building License.

EXECUTIVE DIRECTOR'S REPORT

Administrative Staff Meetings Report

Executive Director Risinger said that he would gladly answer questions from the Board. He said recently the Park District and the Village have had some residents who live around Cambridge Commons voice their concerns about work that has started. He said hopes the Board will have paperwork to legally transfer the property to the Village by the next Board Meeting at the end of the month.

Director of Recreation and Facilities Erika Strojinc said we doing turf restoration at the Dog Park. She said it will be done in two sections over the course of 10 weeks. She said she and Ryan are meeting with the BG Days committee chairs and Village staff tomorrow. She said Early Childhood classes are back to pre-COVID registration numbers. However, there were 5 positive cases of COVID-19 and she said we had to cancel class this week. Director Strojinc said the Fitness Center visits and class

participation continues to climb. They had 3,400 GroupEx classes last month and pre-COVID classes were at 5,500. She said that the BGFC Account Manager, Dalete Morris turned in her resignation today. She said the summer program of Legally Blonde rights were taken from us and we fought to get the money back, won, and we are now going to produce Foot Loose.

Risk Manager Hoefle said she is working with aquatics staff and parks staff planning training for the summer.

Superintendent of Development Mike Maloney said we got a \$9,000 Clean Energy grant. He said we are submitting this week for funding two projects through Representative Brad Schneider's office and hope to hear if we were successful by the end of the month. Executive Director Risinger said we received five letters of support from our legislators for the Schneider grant applications.

Superintendent of Communications and Marketing Mike Terson said the summer book has been mailed. He said he is tweaking the new website pages and is happy with the way it is functioning. Commissioner Bragg asked if anyone else knows how to manage the website. Superintendent Terson said we are getting there and there is a bit of a learning curve. He is working with Marketing Specialist Jennifer Johns on this.

Director Short said his next project after the budget is the audit which is scheduled for the spring.

PRESIDENT AND COMMISSIONERS' REPORTS

President Jacobson said that Trivia Night was really well done. He said the food was delicious and people had a really good time. He said former Commissioner Jack Schmerer did a great job as Master of Ceremonies. He thanked the FOP for sponsoring the event.

Vice President Bragg said Trivia Night was a fun event and it was great to be out. She reminded Commissioners to file their Statement of Economic Interest online. She asked about taking the TIPS class before BG Days and Risk Manager Hoefle said she will schedule a training this summer.

Commissioner Cummins said he will not be at the next Board meeting because he will be out of town.

Commissioner Reiner said he visited eight of our parks and was amazed at how great the parks look so early in the season. He said Senator Johnson was able to secure 3 million dollars for the renovation of Mike Rylko Community Park. He said Representative Didech gave us a grant for \$250,000 and we may be getting \$100,000 from Representative Carroll. He said some Buffalo Grove residents have taken in Ukraine refugees who came to the United States with nothing more than a suitcase. They would like to work and he asked the Board to keep their minds open to organizations or businesses who can help. He said he celebrated his 35th Anniversary as Commissioner on April 7.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

Executive Director Risinger said that it is the time of year for the Board to consider appointments for the new fiscal year. Commissioners agreed to keep the same people in place for President, Vice-President, Treasurer and Secretary for fiscal year 2022-23.

Park Board Appointments

President – Scott Jacobson
Vice President – Tracy Bragg
Treasurer – Steve Cummins
Secretary – Ryan Risinger

Executive Director Risinger said the Board needs to consider appointments for the following positions for the new fiscal year:

Park Development
Policy and Legislation
Recreation
Public Relations
Finance
Personnel
Ethic Advisor
IAPD

Village Board
Village Plan Commission
BG Days Liaison
FOP Foundation
EAT

It was agreed the Board would email President Jacobson and give their input as to what positions they would like to serve.

Filling Board Vacancy Timeline

The Board of Commissioners agreed the timeline for filling the Board vacancy is a good plan.

EXECUTIVE SESSION

The Board did not enter Executive Session.

ADIJOURNMENT

Commissioner Cummins moved to adjourn the Board Workshop at 7:29 pm, seconded by Vice President Bragg, and the motion passed with a voice vote.

Respectfully submitted,



Secretary