



BUFFALO
GROVE
PARK
DISTRICT

**Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
March 27, 2023
Alcott Center – Room 24**

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner and Hetal Wallace
Commissioner Absent: Tracy Bragg

Staff Present: Executive Director Ryan Risinger, Deputy Director Erika Strojinc, Director of Parks and Planning Tim Howe, Buffalo Grove Fitness Center General Manager Joe Zimmerman, Superintendent of Communications and Marketing Mike Terson and Executive Assistant Beth Wanland

Attorney Steven Bloomberg was present

CALL TO ORDER

Roll Call

President Jacobson called the Regular Board Meeting to order at 7:15 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF REGULAR BOARD MEETING AGENDA

Commissioner Reiner moved to approve the March 27, 2023 Regular Board Meeting Agenda, seconded by Commissioner Cummins and the motion passed with a voice vote.

APPROVAL OF MINUTES

Approval of the February 13, 2023 Workshop Minutes

Commissioner Wallace moved to approve the February 13, 2023 Workshop Minutes, seconded by Commissioner Cummins and the motion passed with voice vote.

Approval of the February 27, 2023 Workshop Minutes

Commissioner Reiner moved to approve the February 27, 2023 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of the February 27, 2023 Regular Board Meeting Minutes

Commissioner Wallace moved to approve the February 27, 2023 Regular Board Meeting Minutes, seconded by Commissioner Cummins and the motion passed with a voice vote.

Approval of the February 27, 2023 Executive Session Minutes

Commissioner Reiner moved to approve the February 27, 2023 Executive Session Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

CORRESPONDENCE

Executive Director Risinger said that included in the Board packet was a thank you note from NWSRA for the Golf Dome passes in support of the Liponi Foundation; an article in the Countryside announcing \$6.8M in park grants to be issued in Lake County; a Countryside article announcing the Village of Buffalo Grove agreeing to help the Park District pay for the amphitheater in Rylko Park; and last, a *What's Happening?* calendar of events for the spring.

ATTORNEY'S REPORT

Attorney Steven Bloomberg said that facility capital improvements is part of strengthening what you have in the community. He said this message is something the public should be made aware of.

COMMITTEE ACTION ITEMS

Finance

Approval of the March 2023 Warrant

Commissioner Cummins moved to approve the March 2023 Warrant in the amount of \$2,636,116.67, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: Bragg

Approval of the February 2023 Financial Statement and the February 2023 Year to Date Statement

Commissioner Cummins moved to approve the February 2023 Financial Statement and the February 2023 Year to Date Statement, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: Bragg

Approval of the proposed FY 2023/24 Administrative Salary Schedule

Commissioner Cummins moved to approve the proposed fiscal year 2023/24 Administrative Salary Schedule, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: Bragg

Approval of the proposed 3-year Capital Improvements Plan

Executive Director Risinger said that Director Short talked to Linda Byron with Raymond James and she said that the 15-year bond we go for in the fall to complete capital improvements will be callable.

Commissioner Cummins moved to approve the proposed 3-year Capital Improvements Plan, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: Bragg

Approval of the Board Travel and Conference Expense

Commissioner Cummins moved to approve the Board Travel and Conference expense in the amount of \$2,752.64, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: Bragg

Recreation

Approval of Ordinance 23-3-1 Surplus of Property

President Jacobson moved to approve Ordinance 23-3-1 regarding selling the surplus property at the Buffalo Grove Fitness Center, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: Bragg

Consent Agenda

Commissioner Wallace moved to approve the Consent Agenda as proposed:

1. Approval of the 2023/24 Master Fee Report
2. Approval of the Social Media Policy Updates

The motion was seconded by Commissioner Reiner and the motion passed with a voice vote.

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director

Executive Director Risinger said that nothing further has come to our attention regarding a resident commenting on an Emmerich East sinkhole. He said the engineer from Gewalt Hamilton who inspected the sinkhole said this is a very common occurrence when the ground thaws.

Communications and Marketing

Superintendent Terson said that the summer book is at the printer and the first quarter of this calendar year is going to be a record for sponsorship. He said sponsorship is up 25% from this quarter last year and it will be over \$35,000. He said Wendy is knocking it out of the park, is always going after new business, and is a great communicator.

Recreation

Deputy Director Strojinc said Superintendent of Recreation Chris Eckert will be taking over the Fitness Center and Golf Dome as the new Superintendent of Revenue Facilities. She said Recreation Supervisor Brian O'Malley has been promoted to Superintendent of Recreation and will be managing the Community Arts Center and she added Recreation Supervisor Mike Pfeiffer has moved to Brian O'Malley's position. She said she hopes to fill Mike Pfeiffer's position by May 1. She said Superintendent Clayson has been able to get 125 kids off waitlists for camps. Last, she said the Museum has a new Buffalo Grove history exhibit which includes a picture of the Bill's Buffalo House which is now Lou Malnati's. She said the goal when rebuilding Room 1 will be to renovate the front desk and the front desk manager's office will be made into two offices.

Parks

Director Howe said he included pictures in his Op Report of a prescribed burn at Willow Stream and it looks incredible.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

EXECUTIVE SESSION

Commissioner Wallace moved to enter Executive Session for the purpose of Personnel at 7:37 pm, seconded by Commissioner Cummins, and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: Bragg

POSSIBLE ACTION TO BE TAKEN FROM EXECUTIVE SESSION

President Jacobson announced that the Regular Board Meeting was reconvened at 7:45 pm and that there was no final action taken in Executive Session. Executive Director Risinger joined the board and he was informed of his bonus. Discussion was held on whether it would exceed the 6% IMRF cap and it was determined it would not. He said that he bought most of the appliances in the Park District house he is living in and asked if he could take them. President Jacobson suggested the board could reimburse him. Discussion was held and the board agreed to keep the assets in the home and reimburse Executive Director Risinger for the appliances he purchased.

ADJOURNMENT

Commissioner Cummins moved to adjourn the Regular Board Meeting at 7:52 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectively submitted,



Secretary