



Buffalo Grove Park District Board of Commissioners  
ANNUAL MEETING MINUTES  
May 22, 2023  
Alcott Center – Rooms 10/11

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

Staff Present: Executive Director Ryan Risinger, Deputy Director Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Recreation Diana Clayton, Superintendent of Communications and Marketing Mike Terson, Risk Manager Dani Hoeffle, Aquatics Facility Supervisor Jenn Foreman, Recreation Supervisor Amanda Busch and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

**Roll Call**

President Pro Tem Reiner called the meeting to order at 6:13 pm. The roll was called and Commissioners Cummins, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Cummins moved to approve the Annual Meeting Agenda, seconded by Commissioner Wallace and the motion passed with a voice vote.

INTRODUCTION OF GUESTS

Illinois State Senator Adriane Johnson, former Buffalo Grove Park District Executive Director Dan Schimmel, former Park District commissioners Karen Meadows, Jeff and Martha Weiss and Jack Schmerer, former Superintendent of Recreation Kim Cashmore and her wife, Karen Cencula, journalist Steve Zalusky, Pari Risinger, Ryan and Brittani Sotzen, and Courtney Risinger were in attendance.

ILLINOIS SENATE RESOLUTION COMMENDING RYAN RISINGER ON HIS RETIREMENT

President Pro Tem Reiner gave the floor to Illinois State Senator Adriane Johnson. Senator Johnson read a certificate of recognition and resolution from the Illinois Senate's 103<sup>rd</sup> General Assembly

acknowledging Ryan Risinger's 31 years of service to the Buffalo Grove Park District and wishing him happiness, health and success in all of his future endeavors. She said his legacy of service will leave a lasting impact on the community of Buffalo Grove, the field of parks and recreation, and state of Illinois. The proclamation was signed by Senators Johnson, Morrison, Gillespie and Murphy.

#### APPROVAL OF MINUTES

##### **Approval of April 10, 2023 Workshop Minutes**

Commissioner Cummins moved to approve the April 10, 2023 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

##### **Approval of April 10, 2023 Executive Session Minutes**

Commissioner Cummins moved to approve the April 10, 2023 Executive Session Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

##### **Approval of April 24, 2023 Public Hearing Minutes**

Commissioner Wallace moved to approve the April 24, 2023 Public Hearing Minutes, seconded by Commissioner Cummins and the motion passed with a voice vote.

##### **Approval of April 24, 2023 Workshop Minutes**

Commissioner Wallace moved to approve the April 24, 2023 Workshop Minutes, seconded by Commissioner Cummins and the motion passed with a voice vote.

##### **Approval of April 24, 2023 Regular Board Meeting Minutes**

Commissioner Wallace moved to approve the April 24, 2023 Regular Board Meeting Minutes, seconded by Commissioner Cummins and the motion passed with a roll call vote.

#### TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

#### CORRESPONDENCE

Executive Director Risinger said included in the packet was a congratulatory letter from IAPD President and CEO Peter Murphy on his retirement; Certificates of Election for Commissioner Cummins, Reiner and Wallace from Cook County Clerk Karan A. Yarbrough; a letter from art instructor Enid Silverman inviting the board to visit her student art exhibit on display at the Hyman and Miriam Reiner Art Gallery at the Buffalo Grove Fitness Center; and a Daily Herald article about the new Perry Weather severe weather warning system the Park District installed at Emmerich Park.

#### ATTORNEY'S REPORT

Attorney David Bloomberg said he had no report.

#### COMMITTEE ACTION ITEMS

##### Finance

##### **Approval of May Warrant 2023**

Commissioner Cummins moved to approve the May Warrant 2023 in the amount of \$1,590,462.85 seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Reiner and Wallace  
NAYS: 0  
ABSENT: Bragg, Jacobson

**Approval of the April 2023 Financial Statement and the April 2023 Year to Date Statement**

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

AYES: Cummins, Reiner and Wallace  
NAYS: 0  
ABSENT: Bragg, Jacobson

**Approval of Prairie Grove Park Bid Recommendation**

Commissioner Cummins moved to approve the Prairie Grove Park OSLAD Development project contract to Hacienda Landscaping, Inc., 17840 Grove Rd., Minooka, IL 60447 for the base price bid proposal of \$769,569.00, and Alternate #1 in the amount of \$3,840.00, and Alternate #3 in the amount of \$3,555.00, for a total contract amount of \$776,964.00, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Reiner and Wallace  
NAYS: 0  
ABSENT: Bragg, Jacobson

**Approval of the 2023 Fitness Center Roof Replacement Recommendation**

Commissioner Cummins moved to approve awarding the 2023 Fitness Center Roofing Replacement project contract to Bear Construction, 1501 Rohlwing Rd., Rolling Meadows, IL 60008 for the base bid proposal of \$476,548.56, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Reiner and Wallace  
NAYS: 0  
ABSENT: Bragg, Jacobson

**Approval of Resolution 23-5-3 Buffalo Grove Bank and Trust Signers**

Commissioner Cummins moved to approve Resolution 23-5-3 Buffalo Grove Bank and Trust signers, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Reiner and Wallace  
NAYS: 0  
ABSENT: Bragg, Jacobson

**Approval of Resolution 23-5-4 BMO Designation of Authorized Officers**

Commissioner Cummins moved to approve Resolution 23-5-4 BMO Designation of Authorized Officers, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Reiner and Wallace  
NAYS: 0  
ABSENT: Bragg, Jacobson

### **Approval of Resolution 23-5-5 Buffalo Grove Bank and Trust Designating Public Depository**

Commissioner Cummins moved to approve Resolution 23-5-5 Buffalo Grove Bank and Trust Designating Public Depository, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Reiner and Wallace

NAYS: 0

ABSENT: Bragg, Jacobson

### **Approval of Board Travel and Conference**

Commissioner Cummins moved to approve the Board Travel and Conference Expense in the amount of \$656.00, seconded by Commissioner Wallace and the motion passed with a voice vote.

AYES: Cummins, Reiner and Wallace

NAYS: 0

ABSENT: Bragg, Jacobson

### **Policy and Legislation**

#### **Approval of Resolution 23-5-1 IAPD Local Government Efficiency Committee**

Commissioner Reiner moved to approve Resolution 23-5-1 IAPD Local Government Efficiency Committee, seconded by Commissioner Cummins and the motion passed with a voice vote.

### **Employee Recognition Resolution**

#### **Approval of Resolution 23-5-2 Commending Ryan Risinger on his Retirement**

Commissioner Cummins moved to approve Resolution 23-5-2 Commending Ryan Risinger on his Retirement, seconded by Commissioner Wallace and the motion passed with a voice vote.

### **Consent Agenda**

Commissioner Cummins moved to approve the Consent Agenda as proposed, seconded by Commissioner Wallace and the motion passed with a voice vote.

- 2022-2023 Quarter D Administrative Work Plan Report
- 2022-2023 Quarter D Department Goals and Objectives
- Museum STEPS Program: Code of Ethics
- Official Canvass of April 4, 2023 Consolidated General Election

### **EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS**

Executive Director Risinger thanked the board for their support over the years, for staff for allowing him to learn along the way, for those who showed him the way before him, and for his former board commissioners.

Director Zimmermann said the Fitness Center will be purchasing some much needed exercise equipment which was planned for in the capital plan. He said Parks and Public Services day had 200 plus registrants and said it was a fantastic collaboration with the parks department and the Village of Buffalo Grove. Last he said Broadway Buddies performed last weekend and it was a great show.

Risk Manager Hoeffle said she is keeping busy with planning the upcoming Pride Picnic on Sunday, June 4, from 11:30 am to 3 pm at Rylko Community Park.

Deputy Director Strojinc said we are starting a retirement forest for full-time staff and commissioners. President Pro Tem Reiner suggested adding former executive directors to the forest.

Director Howe said that demolition of Room 1 at the Alcott Center has started. Commissioner Reiner said the demolition was not in the capital plan and thanked Senator Johnson for her help in getting funds from Springfield to help pay for this unexpected, necessary project.

#### OATH OF OFFICE

Newly elected commissioners Cummins, Reiner and Wallace stood and took the Oath of Office as follows:

I, \_\_\_\_\_, do solemnly swear, that I will support the Constitution of the United States of America, the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park Commissioner of the Buffalo Grove Park District, according to the best of my ability.

#### ELECTION OF OFFICERS FOR FISCAL YEAR 2022-2023

##### President

President Pro Tem Reiner nominated Commissioner Jacobson to be Board President for fiscal year 2023-24, seconded by Commissioner Wallace and the motion passed with a voice vote.

##### Vice President

President Pro Tem Reiner nominated Commissioner Cummins to be Board Vice President for fiscal year 2023-24, seconded by Commissioner Wallace and the motion passed with a voice vote.

Commissioner Reiner said newly elected Vice President Cummins will take over as Temporary Presiding Officer for the remainder of the board meeting.

#### ANNUAL APPOINTMENTS FOR FISCAL YEAR 2023-24

Vice President Cummins moved that the President's Annual Appointments of Treasurer, Legal Counsel, and Executive Director for Fiscal Year 2023/24 be tabled until the June 12, 2023 Board Meeting, seconded by Commissioner Reiner and the motion was approved with a voice vote.

Vice President Cummins moved that the President's Staff Appointments for Fiscal Year 2023/24 be tabled until the June 12, 2023 Board Meeting, seconded by Commissioner Wallace and the motion was approved with a voice vote.

Vice President Cummins moved that the President's Board Liaison Positions for Fiscal Year 2023/24 be tabled until the June 12, 2023 Board Meeting, seconded by Commissioner Reiner and the motion was approved with a voice vote.

Vice President Cummins reminded board members to express their interest in liaison positions to President Jacobson before the June 12, 2023 board meeting.

#### OLD BUSINESS

There was no Old Business discussed.

#### NEW BUSINESS

Karen Meadows said that she has been around for all five executive directors and she said everyone in the audience has a huge vote of confidence for the new Executive Director, Erika Strojinc.

Executive Director Risinger's daughter, Brittani Sotzen, said her fondest memories are of growing up in this Park District and later from the brief stint she spent in working in parks and recreation and was often asked if she was related to Ryan Risinger. She congratulated her father and congratulated Deputy Director Strojinc on being named the first female executive director in the history of the Buffalo Grove Park District.

Executive Director Risinger's wife, Pari, thanked the people in attendance and said Ryan wouldn't have gotten to where he did without the people in the room. She thanked the board for all they have done for him and his family. She said Director Strojinc is going to do great in the executive director position.

Courtney Risinger said she works in Wheeling but she acts like she works in Buffalo Grove. She said she is so excited her father chose a woman to succeed him.

#### EXECUTIVE SESSION

The board did not enter Executive Session.

#### ADJOURNMENT

Commissioner Wallace moved to adjourn the Annual Board Meeting at 6:41 pm, seconded by Commissioner Reiner, and the motion passed with a voice vote.

Respectfully Submitted,

  
Secretary