

**Buffalo Grove Park District  
Regular Board Meeting Minutes  
Monday, April 22, 2013**

Commissioners Present: Richard Drazner, Scott Jacobson, Adriane Johnson, Larry Reiner and Jack Schmerer

Staff Present: Executive Director Dan Schimmel, Director of Recreation and Facilities Ryan Risinger, Superintendent of Revenue Facilities Kristy Vik, Business Manager John Short, Superintendent of Recreation Greg Ney, Public Relations and Marketing Manager Mike Terson, and Administrative Assistant Martha Weiss

Attorney David Bloomberg was also present.

**CALL TO ORDER**

President Reiner called the Regular Board Meeting to order at 8:15 pm.

**Roll Call**

The roll was called and Commissioners Drazner, Jacobson, Johnson, Reiner and Schmerer answered present.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**INTRODUCTION OF GUESTS**

Supervisor of Facilities Bob Shiel was present.

**APPROVAL OF THE BOARD MEETING AGENDA**

Commissioner Drazner moved to approve the Board Meeting Agenda, seconded by Vice President Schmerer and approved with a voice vote.

**RESOLUTION 13-4-1 RECOGNIZING BOB SHIEL ON 35 YEARS OF SERVICE**

President Reiner read Resolution 13-4-1:

WHEREAS, Bob Shiel has been employed with the Buffalo Grove Park District since April 3, 1978 and is currently filling the position of Supervisor of Mechanical Operations; and

WHEREAS, the Buffalo Grove Park District Board of Commissioners and staff have benefitted from his dedicated service, commitment to excellence and technical expertise; and

WHEREAS, Bob provides key expertise by reviewing plans, coordinating village inspections and negotiating solutions with tradesmen and engineers, all of which have saved the Park District thousands of dollars over the years; and

WHEREAS, Bob has coordinated a variety of renovation projects at Willow Stream Pool, the Alcott Center, the Emmerich Park building, the Performing Arts Center and others; and

WHEREAS, Bob has been a vital part of the construction and planning teams for several facilities including the Raupp Museum, Buffalo Grove Fitness Center, Vitality Spa, Golf and Sports Center and the Twin Creeks Maintenance complex; and

WHEREAS, Bob has consistently been dedicated to coordinating facility operational concerns with recreation department staff in order to provide the best possible services to the community;

NOW, THEREFORE, LET IT BE RESOLVED by the President and Board of Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois as follows:

1. That Bob Shiel is commended on behalf of the citizens of Buffalo Grove for his distinguished service to the Park District since 1978.
2. That this Resolution be presented to Bob with best wishes in his career and for many more years at the Buffalo Grove Park District.

DATED AT BUFFALO GROVE, ILLINOIS THIS 22<sup>TH</sup> DAY OF APRIL, 2013

The Board and staff present congratulated Supervisor Shiel on his dedicated service.

Vice President Schmerer moved to approve Resolution 13-4-1, seconded by Commissioner Johnson and passed with a voice vote.

#### **APPROVAL OF MINUTES**

##### **Approval of March 11, 2013 Workshop Minutes**

Commissioner Drazner moved to approve the March 11, 2013 Workshop Minutes, seconded by Commissioner Johnson and passed with a voice vote.

##### **Approval of March 18, 2013 Workshop Minutes**

Commissioner Drazner moved to approve the March 18, 2013 Workshop Minutes, seconded by Commissioner Johnson and passed with a voice vote. Commissioner Jacobson abstained.

##### **Approval of March 18, 2013 Regular Board Meeting Minutes**

Commissioner Drazner moved to approve the March 18, 2013 Regular Board Meeting Minutes, seconded by Vice President Schmerer and passed with a voice vote. Commissioner Jacobson abstained.

#### **TOPICS FROM THE FLOOR**

There were no topics from the floor.

#### **CORRESPONDENCE**

Executive Director Schimmel reviewed the correspondence given to the Board, including an invitation from IAPD to a Board Member Boot Camp.

President Reiner thanked staff and the Board for their support of Allenforce's Healthy Minds/Healthy Bodies program. The IRS has granted the program their 501c(3) status.

#### **ATTORNEY'S REPORT**

There was no attorney report.

#### **COMMITTEE ACTION ITEMS**

##### **Finance**

##### **April Warrant 2013**

Commissioner Jacobson moved to approve the April Warrant 2013 in the amount of \$2,073,716.54, seconded by Commissioner Drazner and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer  
NAYS: 0  
ABSENT: 0

**March Financial Statement**

Commissioner Jacobson moved to approve the March Financial Statement, seconded by Commissioner Drazner and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer  
NAYS: 0  
ABSENT: 0

**March Year to Date Statement**

Commissioner Jacobson moved to approve the March Year to Date Statement, seconded by Commissioner Drazner and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer  
NAYS: 0  
ABSENT: 0

**Combined Budget and Appropriation Ordinance 13-4-1 for Fiscal Year 2013-14**

Commissioner Jacobson moved to approve the Combined Budget and Appropriation Ordinance 13-4-1 for Fiscal Year 2013-14, seconded by Commissioner Drazner. President Reiner thanked staff and commended them for their hard work on the budget. The ordinance was approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer  
NAYS: 0  
ABSENT: 0

**Resolution 13-4-2 Utilization of Developer Donation Funds**

Commissioner Jacobson moved to approve Resolution 13-4-2 Utilization of Developer Donation Funds, seconded by Commissioner Drazner and approved with a voice vote.

**Ordinance 13-4-2 Disposal of Fitness Equipment**

Commissioner Jacobson moved to approve Ordinance 13-4-2 Disposal of Fitness Equipment, seconded by Vice President Schmerer and approved with a voice vote.

**Approval of Kilmer Park Bid – Fuerte Systems**

Commissioner Jacobson moved to approve the bid for Kilmer Park renovations in the amount of \$789,463.00 from Fuerte Systems, Inc. from Plainfield, Illinois, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer  
NAYS: 0  
ABSENT: 0

**Approval of Fund Raising Counsel**

This item was tabled for further discussion at the next workshop.

**Ordinance 13-4-3 Disposal of Parks Department Equipment**

Commissioner Jacobson moved to approve Ordinance 13-4-3 Disposal of Parks Department Equipment, seconded by Commissioner Johnson and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer  
NAYS: 0  
ABSENT: 0

**CONSENT AGENDA**

Commissioner Drazner moved to approve the Consent Agenda as presented, seconded by Commissioner Jacobson and approved with a voice vote:

- a. Administrative Schedule
- b. Fiscal Year Meeting Calendar
- c. Recreation Administrative Manual

- d. Organizational Chart
- e. Personnel Policy Manual

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

Executive Director Schimmel reported that the Friends of the Parks Foundation approved their budget without any capital purchases because of reduced revenue from the Soccer Classic. He stated that the Foundation Board is very supportive of the Park District. The Foundation Board has interviewed Robert Giddens and they are looking forward to asking him the Board because of what he can contribute.

Director Risinger reported that Aly Stanczak is now a Certified Parks and Recreation Professional. He mentioned that pickle ball is going well with a lot of drop-in participation and there will be an outdoor court soon near Safety Town. He noted the many special events coming up.

Supervisor Shiel updated the Board on the progress of the HVAC project at Alcott Community Center.

Executive Director Schimmel and the Board congratulated Director Risinger on passing the exam to become a Certified Park and Recreation Executive through NRPA. Superintendent Ney met with NWRSA staff about doing Special Olympics training at Buffalo Grove High School in the coming year. Commissioner Jacobson inquired about security at large crowds in light of what happened in Boston. There was a discussion about creating more police presence at our events and working more closely with the police department. There are special event risk management plans in place now for our special events and staff will look into ways to improve the plans.

Business Manager Short distributed the Lake County extension for this coming budget year. The total EAV in Lake County dropped by nearly 8%.

Superintendent of Revenue Facilities Kristy Vik reported that Mike Schulewitz has hit the ground running as the fitness center manger and is making great strides. She reported that the fitness center is doing well in terms of memberships at this point and the challenge is to maintain it.

Public Relations and Marketing Manager Terson commented that the branding with the new Park District logo is going well. The Park District display for Parks Day in Springfield will feature the new logo and will highlight the Environmental Action Team in keeping with the theme of the event.

Executive Director Schimmel reported that Tim Beckmann gave his notice today as the Risk Manager for our Park District and the Wheeling Park District. He has taken the position of aquatics supervisor at another park district and will be missed because he has been an excellent staff member.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**EXECUTIVE SESSION**

Vice President Schmerer moved to enter into Executive Session for purposes of Personnel and/or Imminent Litigation at 9:00 pm, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

**MOTION TO RECONVENE**

Vice President Schmerer moved to reconvene the Regular Board Meeting at 9:25 pm, seconded Commissioner Johnson and passed with a voice vote.

**ACTION TO BE TAKEN FROM CLOSED MEETING SESSION**

Commissioner Jacobson moved to approve Separation Agreement 13-4-1, seconded by Commissioner Drazner and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

**ADJOURNMENT**

Commissioner Drazner moved to adjourn the Regular Meeting at 9:27 pm, seconded by Commissioner Jacobson and approved with a voice vote.

Respectfully submitted,

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Secretary