



**Buffalo Grove Park District
Regular Board Meeting Minutes
May 28, 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 Kim Cashmore, Public Relations and Marketing Manager Mike Terson, and Administrative Assistant Martha Weiss

Attorney David Bloomberg was also present.

Guests: Summer intern Todd Boysen and Park District employees Marcy Abrams and Tom Hoffman

CALL TO ORDER

President Reiner called the Regular Board Meeting to order at 8:09 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.

APPROVAL OF AGENDA

Commissioner Drazner moved to approve the Regular Board Meeting Agenda, seconded by Commissioner Jacobson and approved with a voice vote.

INTRODUCTION OF GUESTS

The Park District summer intern Todd Boysen introduced himself. He is a recent graduate of the University of Illinois.

EMPLOYEE RECOGNITION

Resolution 13-5-2 Recognizing Tom Hoffman on 15 Years of Service

President Reiner read Resolution 13-5-2:

WHEREAS, Tom Hoffman has been employed with the Park District since May 26, 1998 as a Crew Chief;

WHEREAS, Tom has completed fifteen years of service as of May 26, 2013 to the Buffalo Grove Park District and its residents;

WHEREAS, the Buffalo Grove Park District Board of Park Commissioners appreciates his dedicated service, which has allowed the District to grow during his career with us;

WHEREAS, Tom has been responsible for the care and maintenance of 411 acres of parks throughout the year, and he has accomplished his duties with the assistance of both full-time and part-time seasonal staff members. Tom has been instrumental in the department's tree trimming and shrub removal programs while also planning and developing new flower beds and landscaping features.

WHEREAS, Tom has been active with the landscaping of Green Lake Park and also works with fishery and environmental aquatic agencies to stock and manage the fish populations of our lakes and ponds, becoming a key asset at the Huck Finn Fishing Derby held annually in Green Lake Park.

WHEREAS, the success of the District is dependent upon employees like Tom, who take pride in the Park District and in their individual and departmental accomplishments;

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

- 1. That Tom Hoffman be commended on behalf of the citizens of Buffalo Grove for his distinguished service to the Park District.*
- 2. That this resolution be presented to Tom with best wishes in his career.*

DATED AT BUFFALO GROVE, ILLINOIS THIS 28th DAY OF MAY, 2013.

Executive Director Schimmel commented that Tom is a genuinely happy person who is liked by everyone. He is excited about his work and it would be nice to have all staff members be as passionate as Tom is. President Reiner commented that Tom has always been very approachable at every event that he has attended. Martha Weiss commented that Tom is a great mentor and her son and Commissioner Jacobson's son both said that Tom was their favorite employee when they worked as seasonal employees with him. Vice President Schmererl commented that Tom passed on life lessons to his son when he worked with Tom.

Commissioner Drazner moved to approve Resolution 13-5-2, seconded by Commissioner Johnson and passed with a voice vote.

Commissioner Drazner moved to approve Resolutions 13-5-3, 13-5-4, 13-5-5, 13-5-6, 13-5-7, and 13-5-8, seconded by Vice President Schmerer and approved with a voice vote. The resolutions were then read into the record. They will be presented to the preschool teachers at the annual luncheon in their honor on Thursday.

Resolution 13-5-3 Recognizing Carol Jernberg on 20 Years of Service

WHEREAS, Carol Jernberg has completed 20 years of service to the Buffalo Grove Park District and its residents:

WHEREAS, Carol Jernberg has been a dedicated teacher in the Buffalo Grove Park District Three Year Preschool and has assisted in the growth and development of this Preschool:

WHEREAS, Carol Jernberg has assisted in the development of the curriculum and instructional methods used by the staff of the Preschool:

WHEREAS, Carol Jernberg has been administrative assistant to Martha Westerberg for thirteen years, assisting in the procuring of supplies and preparation of materials for the Preschool, Camps and Early Childhood programs:

WHEREAS, the lives of hundreds of children and parents in the community have been enriched by the dedication and caring of Carol Jernberg:

NOW, THEREFORE, LET IT BE RESOLVED, that the Buffalo Grove Park District recognizes and appreciates your years of service to the Park District and to the lives of the children and parents you touched. We hope that you will continue to find working at the Buffalo Grove Park District both rewarding and enriching.

DATED AT BUFFALO GROVE, ILLINOIS THIS 28TH DAY OF MAY 2013.

Resolution 13-5-4 Recognizing Ginny Comes on 15 Years of Service

WHEREAS, Ginny Comes has completed 15 years of service to the Buffalo Grove Park District and its residents:

WHEREAS, Ginny Comes has been a dedicated teacher in the Buffalo Grove Park District Three Year Preschool and has assisted in the growth and development of this Preschool:

WHEREAS, Ginny Comes has assisted in the development of the curriculum and instructional methods used by the staff of the Preschool:

WHEREAS, the lives of hundreds of children and parents in the Buffalo Grove community have been enriched by the dedication and caring of Ginny Comes:

NOW, THEREFORE, LET IT BE RESOLVED that the Buffalo Grove Park District recognizes and appreciates your years of service to the Park District and to the lives of the children and parents you have touched. We hope you will continue to find your teaching career with the Buffalo Grove Park District rewarding and enriching.

DATED AT BUFFALO GROVE, ILLINOIS THIS 28TH DAY OF MAY 2013.

Resolution 13-5-5 Recognizing Terri Yee on 15 Years of Service

WHEREAS, Terri Yee has completed 15 years of service to the Buffalo Grove Park District and its residents:

WHEREAS, Terri Yee has been a dedicated teacher in the Buffalo Grove Park District Three Year Preschool, Super Twos and Grasshopper Camp, willing to substitute teach when asked, and has assisted in the growth and development of this Preschool:

WHEREAS, Terri Yee has assisted in the development of the curriculum and instructional methods used by the staff of the Preschool:

WHEREAS, the lives of hundreds of children and parents in the Buffalo Grove community have been enriched by the dedication and caring of Terri Yee:

NOW, THEREFORE, LET IT BE RESOLVED that the Buffalo Grove Park District recognizes and appreciates your years of service to the Park District and to the lives of the children and parents you have touched. We thank you for your years of service and wish you the best in your retirement.

DATED AT BUFFALO GROVE, ILLINOIS THIS 28TH DAY OF MAY 2013.

Resolution 13-5-6 Recognizing Lori Cohen on 10 Years of Service

WHEREAS, Lori Cohen has completed 10 years of service to the Buffalo Grove Park District and its residents:

WHEREAS, Lori Cohen has been a dedicated teacher in the Buffalo Grove Park District and has assisted in the growth and development of Three Year Preschool, Cricket Camp and Early Childhood classes:

WHEREAS, Lori Cohen has assisted in the development of the curriculum and instructional methods used by the staff of the Preschool and Cricket Camp:

WHEREAS, the lives of hundreds of children and parents in the Buffalo Grove community have been enriched by the dedication and caring of Lori Cohen:

NOW, THEREFORE, LET IT BE RESOLVED that the Buffalo Grove Park District recognizes and appreciates your years of service to the Park District and to the lives of the children and parents you have touched. We hope you will continue to find your teaching career with the Buffalo Grove Park District rewarding and enriching.

DATED AT BUFFALO GROVE, ILLINOIS THIS 28TH DAY OF MAY 2013.

Resolution 13-5-7 Recognizing Marnie McKee on 12 Years of Service

WHEREAS, Marnie McKee has completed 12 years of service to the Buffalo Grove Park District and its residents:

WHEREAS, Marnie McKee has been a dedicated teacher in the Buffalo Grove Park District Three Year Preschool and Camps and has assisted in the growth and development of this Preschool:

WHEREAS, Marnie McKee has assisted in the development of the curriculum and instructional methods used by the staff of the Preschool:

WHEREAS, the lives of hundreds of children and parents in the Buffalo Grove community have been enriched by the dedication and caring of Marnie McKee:

NOW, THEREFORE, LET IT BE RESOLVED that the Buffalo Grove Park District recognizes and appreciates your years of service to the Park District and to the lives of the children and parents you have touched. We thank you for your years of service and wish you the best in your completion of your Master's Degree in Special Education.

DATED AT BUFFALO GROVE, ILLINOIS THIS 28TH DAY OF MAY 2013.

Resolution 13-5-8 Recognizing Lynee LaCross on 15 Years of Service

WHEREAS, Lynee LaCross has completed 15 years of service to the Buffalo Grove Park District and its residents:

WHEREAS, Lynee LaCross has been a dedicated teacher in the Buffalo Grove Park District Three Year Preschool, Terrific Threes and Camps and has assisted in the growth and development of this Preschool:

WHEREAS, Lynee LaCross has assisted in the development of the curriculum and instructional methods used by the staff of the Preschool:

WHEREAS, the lives of hundreds of children and parents in the Buffalo Grove community have been enriched by the dedication and caring of Lynee LaCross:

NOW, THEREFORE, LET IT BE RESOLVED that the Buffalo Grove Park District recognizes and appreciates your years of service to the Park District and to the lives of the children and parents you have touched. We hope you will continue to find your teaching career with the Buffalo Grove Park District rewarding and enriching.

DATED AT BUFFALO GROVE, ILLINOIS THIS 28TH DAY OF MAY 2013.

APPROVAL OF MINUTES

Approval of April 8, 2013 Workshop Minutes

Commissioner Drazner moved to approve the April 8, 2013 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

Approval of April 22, 2013 Public Hearing Minutes

Commissioner Drazner moved to approve the April 22, 2013 Public Hearing Minutes, seconded by Commissioner Jacobson and passed with a voice vote, with Commissioner Drazner abstaining.

Approval of April 22, 2013 Workshop Minutes

Commissioner Drazner moved to approve the April 22, 2013 Workshop Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

Approval of April 22, 2013 Regular Board Meeting Minutes

Commissioner Drazner moved to approve the April 22, 2013 Regular Board Meeting Minutes, seconded by Commissioner Jacobson and passed with a voice vote.

TOPICS FROM THE FLOOR

There were no Topics from the Floor.

ATTORNEY'S REPORT

There was no Attorney's Report.

COMMITTEE ACTION ITEMS

Finance

May Warrant 2013

Commissioner Jacobson moved to approve the May Warrant 2013 in the amount of \$1,829,109.08, seconded by Vice President Schmerer and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the April 2013 Financial Statement

Commissioner Jacobson moved to approve the April Financial Statement, seconded by Vice President Schmerer and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the April 2013 Year to Date Statement

Commissioner Jacobson moved to approve the April Year to Date Statement, seconded by Vice President Schmerer and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the RecTrac Contract

Commissioner Jacobson moved to approve the contract with Vermont Systems of Essex Junction, Vermont for RecTrac and MainTrac Software in the amount of \$79,601, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the Alford Group Contract

Commissioner Jacobson moved to approve the consulting contract with Alford Group Inc. of Evanston, Illinois in the amount of \$43,800 plus expenses as defined in the contract, seconded by Commissioner Drazner and passed with a roll call vote. President Reiner disclosed that he is a personal friend of one of the team members from the Alford Group, Rod Aiken.

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

Approval of the bid for the Raupp Museum contract

Commissioner Jacobson moved to approve the contract with Ravenswood Studio in Lincolnwood, Illinois in the amount of \$223,930 for the Raupp Museum’s new Crossroads Exhibit, pending approval from the Illinois Department of Natural Resources, seconded by Vice President Schmerer and passed with a roll call vote.

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

Policy

Resolution 13-5-1 Requesting Permission to Close a Portion of Route 83 for Local Race

Commissioner Jacobson moved to approve Resolution 13-5-1 Requesting Permission to Close a Portion of Route 83 for a Local Race, seconded by Vice President Schmerer and passed with a voice vote.

Resolution 13-5-9 Dissolving Risk Manager Cooperative Agreement with Wheeling Park District

Commissioner Jacobson moved to approve Resolution 13-5-9 Dissolving the Risk Manager Cooperative Agreement with Wheeling Park District, seconded by Commissioner Johnson and passed with a voice vote.

CONSENT AGENDA

Commissioner Jacobson moved to approve the Consent Agenda, seconded by Vice President Schmerer and approved with a voice vote.

- a. Approval of Final Status Report on Fiscal Year 2012-13 Administrative Work Plan Report
- b. Approval of Fourth Quarter Status Report of 2012-13 Department Goals and Objectives
- c. Approval of Budget Calendar for Fiscal Year 2014-15
- d. Acceptance of Canvas of April 9, 2013 Election Results
- e. Approval of the Strategic Plan

EXECUTIVE DIRECTOR’S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Director Risinger highlighted the success of the Hershey field and track event that staff ran at Buffalo Grove High School. Preschool graduations are going on this week.

Superintendent Heider was proud to show off the parks during the park tour and thanked his staff for their hard work to keep the parks in excellent condition.

Public Relations and Marketing Manager Terson mentioned that he had been invited to join an After School Coalition by Kathy Ryg that focuses on the issue of bullying.

Business Manager John Short mentioned that there will be a supplemental budget and appropriation ordinance for fiscal 2012-13 to be approved next month and it has been posted already.

President Reiner complimented staff for getting Alcott back together so well after the HVAC construction. Executive Director Schimmel said it was a testament to staff for their flexibility and team spirit during the construction. He also complimented the professional Trane employees.

INSTALLATION AND OATH OF OFFICE

Executive Director Schimmel administered the oath of office to Commissioners Scott Jacobson, Jack Schmerer and Adriane Johnson.

ELECTION OF OFFICERS

President

Commissioner Drazner nominated Vice President Schmerer to be Board President for fiscal year 2013-14, seconded by Commissioner Johnson. There were no other nominations and the nomination was approved with a voice vote.

Vice President

Commissioner Drazner nominated Commissioner Jacobson to be Board Vice President for the fiscal year 2013-14, seconded by Commissioner Johnson. There were no other nominations and the nomination was approved with a voice vote.

ANNUAL APPOINTMENTS FOR FISCAL YEAR 2013-14

Treasurer

President Schmerer appointed Commissioner Drazner as Treasurer for the Fiscal Year 2013-14.

Legal Counsel

President Schmerer appointed the law firm of Chuhak and Tecson with lead counsel of Steve Bloomberg and David Bloomberg for the fiscal year 2013-14.

Executive Director

Commissioner Drazner moved to appoint Dan Schimmel as the Executive Director for the Fiscal year 2013-14, seconded by Commissioner Reiner and passed with a voice vote.

Commissioner Reiner moved to approve staff appointments as presented, seconded by Commissioner Johnson and passed with a voice vote.

- a. Park Board Secretary – Dan Schimmel
- b. NWSRA Board Representative – Dan Schimmel and Ryan Risinger as alternate
- c. PDRMA Representative – Dan Schimmel and John Short as alternate
- d. ADA Compliance Officer – Kim Cashmore
- e. FOIA Officers – Dan Schimmel, Ryan Risinger, and John Short
- f. OMA Officers – Dan Schimmel, Ryan Risinger, and John Short
- g. Finance Compliance Officer – John Short

PRESIDENT'S COMMITTEE CHAIR APPOINTMENTS FOR FISCAL YEAR 2013-14

President Schmerer made the following committee chair appointments:

- a. Park Development – Vice President Jacobson
- b. Policy and Legislation – Commissioner Reiner
- c. Recreation – President Schmerer
- d. Public Relations – Commissioner Johnson
- e. Finance – Commissioner Drazner
- f. Personnel – Commissioner Johnson
- g. Ethics Advisor – Commissioner Reiner
- h. IAPD Key Contact – Commissioner Reiner

Commissioner Reiner moved to accept the appointments, seconded by Commissioner Johnson and passed with a voice vote.

PARK BOARD LIAISON APPOINTMENTS

President Schmerer made the following appointments:

- a. Village Board – Vice President Jacobson
- b. Village Plan Commission – Vice President Jacobson
- c. Friends of the Parks Foundation – President Schmerer
- d. Environmental Action Team – Commissioner Johnson

Commissioner Reiner moved to accept the appointments, seconded by Commissioner Johnson and passed with a voice vote.

RECOGNITION OF DR. LARRY REINER AS PRESIDENT OF THE BUFFALO GROVE PARK BOARD OF COMMISSIONERS FROM MAY 2012- MAY 2013

President Schmerer thanked Commissioner Reiner for his leadership during his year as President and thanked him for his mentorship. He thanked him for his representation of the Park District in Springfield and his interest and leadership with issues concerning persons with disabilities and veterans. President Schmerer presented Commissioner Reiner with a plaque of appreciation.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

Commissioner Reiner moved to enter into Executive Session for the purpose of imminent litigation at 8:49 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 THE REGULAR MEETING

Commissioner Reiner moved to adjourn the Executive Session at 9:04 pm and reconvene the Regular Board Meeting, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

President Schmerer stated that no final action was taken in Executive Session.

ADJOURNMENT

Commissioner Reiner moved to adjourn the Regular Board Meeting at 9:07 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

Secretary