



**Buffalo Grove Park District
Regular Board Meeting Minutes
Monday, August 26, 2013**

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

Staff Present: Executive Director Dan Schimmel, Deputy Director Ryan Risinger, Superintendent of Parks Bill Heider, 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 in attendance.

Guests: Dan Burrows from Trane, William Bradley, Steven Bradley and David Bradley, Fitness Center General Manager Mike Schulewitz

CALL TO ORDER

President Schmerer called the Regular Board Meeting to order at 7:23 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

David Bradley introduced himself, since he arrived after the introductions at the Workshop.

APPROVAL OF REGULAR BOARD MEETING AGENDA

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

APPROVAL OF MINUTES

Approval of the June 18, 2013 Special Meeting Minutes

Commissioner Drazner moved to approve the June 18, 2013 Special Meeting Minutes, seconded by Commissioner Johnson and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the July 8, 2013 Workshop Minutes

Commissioner Drazner moved to approve the July 8, 2013 Workshop Minutes, seconded by Commissioner Johnson and approved with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the July 22, 2013 Workshop Minutes

Commissioner Drazner moved to approve the July 22, 2013 Workshop Minutes, seconded by Commissioner Johnson and approved with a roll call vote with Vice President Jacobson abstaining.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the July 22, 2013 Regular Board Meeting Minutes

Commissioner Drazner moved to approve the July 22, 2013 Workshop Minutes, seconded by Commissioner Johnson and approved with a roll call vote with Vice President Jacobson abstaining.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

TOPICS FROM THE FLOOR

Bill Bradley introduced himself as an Arlington Heights resident and member of Boy Scout Troop 34. He completed construction of outdoor benches for Congregation Beth Am in 2009 as his Eagle Project. They are located near the southwest corner of the building. His brother is David Bradley, who just became a Buffalo Grove resident. Bill would like to see that the benches that he constructed be used as benches in the Community Arts Center. Executive Director Schimmel noted that they are very well constructed; however, the pitch of the seat is not in conformity with ADA standards. He will have staff investigate to see if the benches can be modified to conform to the standards. He stated that he wanted to honor the good work that Bill Bradley did; however, he has an obligation as an administrator to make sure that they are ADA accessible and safe. Commissioner Reiner asked that Bill Bradley forward manufacturer information regarding the benches to Superintendent Heider and staff will do their best to honor his work and will be in contact with him. Steven Bradley, Bill's father, added that Bill had also done landscaping for the building that is still there.

CORRESPONDENCE

Executive Director Schimmel noted correspondence from the Fire Department requesting the use of the two Bernard homes that will be demolished for possible staff training. He also discussed the newspaper article about the cicada killer wasps that are currently prevalent at some of our fields but are not harmful to humans.

Executive Director Schimmel discussed the newspaper article about the proposed development of single family homes in unincorporated Lake County that would result in an addition of .83 acres to Prairie Grove Park.

Superintendent Heider reported that there will be about another three weeks of construction at Kilmer Park, but the temporary fences will stay up in order to grow turf.

ATTORNEY'S REPORT

There was no attorney report.

COMMITTEE ACTION ITEMS

Finance

Approval of the August Warrant 2013

Commissioner Drazner moved to approve the August 2013 Warrant in the amount of \$1,435,119.71, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the July Financial Statement

Commissioner Drazner moved to approve the July 2013 Financial Statement, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the July Year to Date Statement

Commissioner Drazner moved to approve the July 2013 Year to Date Statement, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

Approval of the HVAC project for the Fitness Center Locker Rooms

Commissioner Drazner moved to approve the proposal with Trane Commercial Systems of Willowbrook, Illinois for \$248,980 for replacement of the HVAC system for the locker rooms at the Buffalo Grove Fitness Center, subject to further research on two additional references on heating modifications systems, seconded by Vice President Jacobson and passed with a roll call vote.

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

Policy and Legislation

Approval of Resolution 13-8-1 NWSRA Funding Assessment

Commissioner Johnson moved to approve Resolution 13-8-1 NWSRA Funding Assessment of \$305,610.32 for Fiscal Year 2013-14, seconded by Commissioner Reiner and passed with a roll call vote.

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

Consent Agenda

Vice President Jacobson moved to approve the Consent Agenda as presented, seconded by Commissioner Reiner and passed with a voice vote:

1. 2013-14 Quarter A Administrative Work Plan
2. 2013-14 Quarter A Goals and Objectives
3. Approval of the Safety Policy Manual
4. Approval of the Crisis Communications Management Plan
5. Approval of the IPRA Environmental Report Card
6. Approval of the Master Plan Review
7. Approval of Business Procedure Manual Updates

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Schimmel commented on the progress of the Kilmer project and stated that the workmanship of the contractor is very good. It will be a beautiful park and it will be rededicated in the spring.

Executive Director Schimmel stated that the Crossing Pond is stagnant, with a lot of erosion and runoff from animal droppings resulting in conditions that promote algae growth. The engineering firm of Gewalt Hamilton looked into the situation and will be coming to our next meeting to address the issues involved. The use of algacides has been restricted by the State of Illinois but there are some licensed contractors who will give us estimates. Staff and Gewalt Hamilton are looking into further solutions.

Deputy Director Risinger reported that things went well at the first oversight committee for the feasibility study about a possible fund raising campaign for the Communication Arts Center. Staff is incorporating changes that the committee suggested into the draft of the case prospectus. Staff will be starting some programming at the center in January and offices will be readied to move some full time staff into them. Staff is preparing for the events that the Park District participates in during BG Days.

Superintendent Ney added that currently there are 627 registrations for the Stampede which is approximately 100 less than this time last year, but that may be attributed to the weather forecast. Staff is preparing for hot weather. \$275 has currently been collected in donations from the Stampede online registrations for support of military families.

Superintendent Heider mentioned that an arborist has given his expert opinion that the sugar maple tree on the property by the Museum is severely compromised and it must be removed for safety reasons. The arborist estimated that the tree could be over 180 years old. It is being barricaded off to protect residents until it can be removed as soon as possible. The arborist has worked with the Park District previously and does outstanding work.

Superintendent Heider said that staff is concentrating on preparing for BG Days and will be installing signs and banners regarding the non smoking ban on Park District property.

General Manager Schulewitz reported that the fitness center is fully staffed. Sue Marks, MBA, started today as the accounts specialist and is familiar with fitness software. Marcy Abrams has moved over to Guest Services and Jodi DiTomasso, starting on Monday, will be overseeing personnel training, current specialty programs, fitness specialists and new special programs. The fitness center has started a personal training promotion for those who have never used a personal trainer, or have not used one for two years. There is increased competition because more fitness centers have opened up recently in the area. Staff is promoting a Big Ten Challenge during fall. Membership promotions for the winter will be geared to retain the new members after the promotion is over. RecTrac is going live on October 14 which should be great for the fitness center. Group exercise has expanded for the fall. Aqua arthritis classes are growing at the facility, which is against the national trend. The pools opened today and during the period that they were closed for cleaning, members were given options to use other facilities, which proved successful. Membership numbers are holding steady. He added that the golf and learning center is opening in mid-September and the dome is being power washed.

Public Relations and Marketing Manager Terson reported that a design has been completed for a temporary covering over the Beth Am sign that should be installed shortly. Commissioner Reiner suggested that more signage be added in the parks regarding the Park District's no smoking policy. Vice President Jacobson noted that the only signs that are visible in the parks are at baseball fields so he was in favor of adding more signage to show Park District leadership on this topic.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Commissioner Drazner moved to adjourn the Regular Board Meeting at 8:26 pm, seconded by Vice President Jacobson and passed with a voice vote.

Respectfully submitted,

Secretary