

**MINUTES
BUFFALO GROVE PARK DISTRICT
WORKSHOP
MONDAY, SEPTMBER 10, 2012**

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 Parks Bill Heider, Superintendent of Recreation Greg Ney, Public Relations and Marketing Director Mike Terson and Administrative Assistant Martha Weiss

Guests: The Park District's fall intern, Allison Christopoulos, Supervisor of Facilities Bob Shiel and Tom Chapman from Raymond James and Associates were present.

CALL TO ORDER

President Reiner called the workshop to order at 7:00 p.m.

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 WORKSHOP AGENDA

Commissioner Drazner moved to approve the workshop agenda, seconded by Commissioner Schmerer and passed with a voice vote.

INTRODUCTION OF GUESTS

The guests were introduced.

TOPICS FROM THE FLOOR

There were no topics from the floor.

COMMUNITY DEVELOPMENTS

Weiland Road and Lake Cook Road Improvements

Executive Director Schimmel reviewed Cook County and Lake County's planned improvements of Weiland and Lake Cook Roads. There will be temporary fences installed at Aptakisic and Veterans Parks and eventually at Emmerich Park to protect the easements and keep the park patrons safe. Executive Director Schimmel is including his safety concerns regarding the projects in the letter of support of the project to the Village.

Town Center Development

Executive Director Schimmel reviewed a conceptual plan for a new downtown center in Buffalo Grove and stated that the Village does not have definite plans at this point.

FINANCE

Tom Chapman of Raymond James and Associates reported that Standard and Poor's rated the debt certificates for the building purchase as AA plus, which is a very strong rating. The next step while awaiting Village approval is for the Board to approve the parameters ordinance at the next Board meeting to sell the debt certificates at a date that is best for the Park District. The ordinance sets limits for a certain dollar amount and interest rate. The Park Board will be holding the public hearing on September 24th for the annual rollover bonds.

PUBLIC RELATIONS AND MARKETING

Community Survey Final Draft

Commissioner Johnson noted that there were some changes made to the survey that were discussed at the last Board meeting. Director of Recreation and Facilities Ryan Risinger reported that the timeline is for the survey to be mailed the week of September 24th and a final report would be ready approximately six weeks later. The Park District is planning on conducting strategic planning sessions in late November. Approximately 3,000 surveys will be mailed in order to get approximately 500 responses. The participants will be notified by telephone in advance that the survey will be coming.

PARKS

Staff Report

Superintendent of Parks Heider reported that the cleanup at Emmerich Park after Buffalo Grove Days revealed some concerns about the carnival site and the Park District has made suggestions for next year. Executive Director Schimmel noted that the BG Days Committee has been very responsive to our issues. The carnival company is responsible for electrical charges for the electrical service they used during the festival from Park District owned facilities.

Superintendent of Parks Heider reported that the Village permitting process for the new lights at Emmerich Park is complete and work should commence the week of November 4th. The permitting process is progressing for the irrigation project at Willow Stream Park that will also hopefully begin on September 24th. Parks staff will be doing better documentation of staff hours for special projects and the routine maintenance projects they work on.

HVAC Proposal

The HVAC proposal from Trane was distributed to the Board. The project cost has increased to \$2.393 million and Executive Director Schimmel reported that going from a hydronic system to a forced air system is very expensive. Executive Director Schimmel noted that this is a necessary project and staff is looking to budget the project over a two-year period. Executive Director Schimmel recommended that the Park District move ahead with the project and noted that the new system should last 20 to 25 years.

Parking Space License and Facilities License Agreements

Executive Director Schimmel noted that the parking space agreement with Claremont Extended Healthcare is solely for week days. The Board also reviewed a basic agreement with Torah Academy that can also be used for the other tenant in the building. Executive Director Schimmel noted that a percentage of the lease amount will be paid to Congregation Beth Am as their management fee who will be our agent on site. The tenants' security deposits will be transferred to the Park District at closing.

POLICY AND LEGISLATION

IAPD Legislative Survey

IAPD and IPRA solicited suggestions for their proposed joint legislative platform and Executive Director Schimmel will include the Board's ideas in the survey.

RECREATION

Staff Report

Director of Recreation and Facilities Risinger reported that he is working with School District 102 staff regarding a potential issue for next summer on the length of time the Park District can utilize their schools for camp. Director of Recreation and Facilities Risinger sent out another newsletter to the dog park permit holders and again received favorable responses from them. Grove United Soccer Association has

a new board president, Priscilla Van Zanten. Superintendent of Recreation Ney reported that the flag football and soccer parents and players really appreciated the new turf at Buffalo Grove High School during opening games. President Reiner thanked the Board members and staff who came to the dedication of the new turf field at BG High, a project that the Park District jointly funded.

CORRESPONDENCE

Included in the packet were a letter from the Buffalo Grove Chamber of Commerce thanking the Park District for the use of an Emmerich field for its annual softball game and a thank you letter from the BG Days Committee and the Chamber thanking the Park District for its generous support of BG Days. Executive Director Schimmel noted that the recent BG Singers' anniversary concert was very good.

PRESIDENT'S AND COMMISSIONERS REPORTS

Commissioner Johnson reported that she attended the 20th anniversary concert of the BG Singers and the singers did a great job. Commissioner Schmerer reported on the many compliments he heard from the runners at the Stampede. President Reiner said that staff did an incredible job at the Stampede.

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 at 8:08 p.m. for the purpose of land acquisition, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYES: 0

ABSENT: 0

ADJOURNMENT OF EXECUTIVE SESSION

Commissioner Drazner motioned to adjourn the Executive Session and reconvene the Board Meeting at 8:18 p.m., seconded by Commissioner Schmerer and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYES: 0

ABSENT: 0

ACTION TAKEN FROM EXECUTIVE SESSION

President Reiner stated that no final action was taken in executive session.

ADJOURNMENT

Commissioner Drazner moved to adjourn the workshop at 8:20 p.m., seconded by Commissioner Jacobson and passed with a voice vote.

Respectfully submitted,

Secretary