

**MINUTES  
BUFFALO GROVE PARK DISTRICT  
WORKSHOP  
MONDAY, NOVEMBER 12, 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 and Administrative Assistant Martha Weiss

There were no guests in attendance.

**CALL TO ORDER**

President Reiner called the Workshop to order at 7:06 p.m.

**Roll Call**

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

**APPROVAL OF WORKSHOP AGENDA**

Commissioner Drazner moved to approve the Workshop Agenda, seconded by Commissioner Jacobson and passed with a voice vote.

**TOPICS FROM THE FLOOR**

There were no topics from the floor.

**PARK DEVELOPMENT**

**Willow Stream Park OSLAD Presentation Update**

Executive Director Schimmel explained the amenities on the Willow Stream Park plan that was presented for the OSLAD grant in Springfield. The maximum of the grant application is \$400,000 and the projected cost of the project is just over \$800,000. The park district would like to install permeable pavers in the north parking lot that will help trap salt, fertilizer and other pollutants before the rain water enters the creek. If the park district decides to go ahead with the pavers, it will be the first applicant in Buffalo Grove to ask for permission from the Village to install them.

**Alcott HVAC Update**

Supervisor of Facilities Bob Shiel is working with the Village to reduce the visual impact of the ductwork and the chiller on the Alcott roof on the neighbors. The first segment of the inside work will start on December 17 in the preschool wing and their winter break will be extended by a week. There will be meetings with staff to discuss rescheduling of programs at Alcott and the project is scheduled to be completed by May.

**Willow Stream Irrigation System Update**

This project is complete and the park district is retaining a portion of the cost from the installer until spring to verify that the work was done correctly.

**Emmerich Lighting Update**

All of the poles at Emmerich have been removed and the new poles and lights are being installed.

**Kilmer Park Update**

Executive Director Schimmel displayed the Kilmer Park plan that includes one large baseball field with 275 ft. alleys, a 300 ft. center field and an 80 ft. infield that would be appropriate for 12 and 13 year olds. Commissioner Jacobson asked about the usage for older age groups since that is where the growth seems

to be in BGRA. Executive Director said that there would be a concern about foul balls being hit by older players into the street in spite of the netting that will be installed and BGRA was consulted about the field. 3 D Design is being consulted about the other recreational elements in the park. There will be a bio swale between the tennis courts and badminton. Commissioner Drazner and President Reiner discussed elements to make sure the park has multi-generational amenities.

## **PARKS DEPARTMENT**

### **Staff Report**

Superintendent of Parks Heider reported that the parks department has been mulching leaves, maintaining flower beds and preparing the parks for the winter season. Commissioner Schmerer inquired about coyotes in the parks. Superintendent of Parks Heider stated that there are four signs warning of coyote presence at Rylko Park and two at Willow Stream Park. The park district is constantly communicating with local police regarding any coyote problems.

## **POLICY AND LEGISLATION**

### **Second Quarter Status Report on Administrative Work Plan and Department Goals**

Commissioner Jacobson asked about a Foundation update on the administrative work plan and Executive Director Schimmel stated he would add it to his plan, along with the performing arts center project. President Reiner said that a succession plan should be the subject of an executive session in the future. Commissioner Drazner asked about the coaches' anti-bullying training. Director of Recreation and Facilities Risinger stated that 92 coaches have completed the course work so far. Executive Director Schimmel noted that if a coach is involved in more than one sport, that person only needs to attend the course once.

### **Foundation Update**

Executive Director Schimmel stated that a person who has been involved in other foundations has been recently interviewed as a potential candidate for the Foundation Board. Executive Director Schimmel noted that discussions with potential Foundation Board members include a delineation of the role of the Board members versus staff and that the emphasis is to create fundraising events. The performing arts center offers an opportunity to get new Foundation Board members energized about possible sponsorships. Commissioner Johnson suggested that the park district bring in a core group of community and corporation leaders to change the atmosphere of the Board and find an appropriate role for every director who wants to continue on the Board.

## **RECREATION**

### **Staff Report**

Director of Recreation and Facilities Risinger stated that there will be a presentation of the results of the community survey at the next board meeting and that strategic planning by staff and the Board will follow. There have been annual meetings with BGRA and GUSA and things are going well. The production of Beauty and the Beast Jr. will be held at Ivy Hall School this weekend. The evaluations from the soccer and flag football programs were great and the players loved playing on the artificial turf at Buffalo Grove High School. Director of Recreation and Facilities Risinger distributed information regarding Carol Verzani, a Clubhouse employee who went above and beyond her job description to help in a potentially unsafe situation for a student.

### **Performing Arts Center Update**

Executive Director Schimmel has met with a potential architect for the interior design work at the performing arts center and is also meeting with potential contract managers and projects managers to keep the project on schedule. Executive Director Schimmel is working on finalizing contracts with White Stone Church, Claremont Center and Torah Academy. Director of Recreation and Facilities Risinger offered to have the Board tour the performing arts facility.

## **FITNESS CENTER/GOLF AND SPORTS CENTER**

### **Staff Report**

Executive Director Schimmel, Director of Recreation and Facilities Risinger and Business Manager Short met with the personal trainers to address their concerns. There will be a future meeting with human

resource consultants, the personal trainers and other fitness center managers to address issues and encourage team building. WTS did a full audit of the services offered at the fitness center and the consultants will use that information to develop better processes and procedures and make positive change.

**CORRESPONDENCE**

There were no further correspondences other than what was included in the Board packets.

**PRESIDENT’S AND COMMISSIONERS’ REPORT**

Commissioner Jacobson congratulated the Senior Advisory Council and BG Singers on their first place wins and President Reiner on his nomination for the Heart of Buffalo Grove Awards sponsored by the Buffalo Grove Area Chamber of Commerce. He was dismayed, however, about the lack of recognition that the Park District received during the program.

Commissioner Jacobson suggested that a program should be developed to promote health and fitness not only in the community but also as a group program between the Board and staff to meet specific fitness goals. Director of Recreation and Facilities Risinger will take this idea to the staff Wellness Committee to be developed after support for this idea was expressed by other Board members.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

Commissioner Drazner noted that there will be a community Interfaith Thanksgiving celebration on November 18 at Congregation Beth Am.

**EXECUTIVE SESSION**

There was no need for an executive session.

**ADJOURNMENT**

Vice President Schmerer moved to adjourn the meeting at 9:50 p.m., seconded by Commissioner Jacobson and passed with a voice vote.

Respectfully submitted,

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Secretary