

**BUFFALO GROVE PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
WORKSHOP MINUTES  
FEBRUARY 11, 2013**

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

Absent: Jack Schmerer

Staff Present: Executive Director Dan Schimmel, Superintendent of Parks Bill Heider, Director of Recreation and Facilities Ryan Risinger, Superintendent of Recreation Greg Ney, Public Relations and Marketing Manager Mike Terson, Program Specialist Dennis Houghton and Administrative Assistant Martha Weiss

**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.

**INTRODUCTION OF GUESTS**

The Park District's spring intern, Mike Schwartz, was in attendance. Members of the Buffalo Grove Park District's Environmental Action Team were also present – Jeff Weiss, Debi Moritz, Mark Steuer and Marcy Knysz.

**APPROVAL OF AGENDA**

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

**TOPICS FROM THE FLOOR**

There were no topics from the floor.

**PRESENTATION BY THE ENVIRONMENTAL ACTION TEAM**

Jeff Weiss introduced the Environmental Action Team (EAT) and stated that they would like to give a report on the committee's fourth year of activities. They operate as an action team, meaning that they plan an activity, they do it and then they celebrate the event. Mr. Weiss said that for a small group, they accomplished a lot. Debi Moritz was named "Champion of the Environment" by the Village of Buffalo Grove. She launched the successful Green Fair last June. The highlight of the year was the launch of the Buffalo Creek Clean Water Partnership that is making strides. Mark Steuer had a record setting bike event and Park District employee Rick Missing organized a very successful rain barrel sale that the committee appreciates. Mr. Weiss thanked Executive Director Schimmel for appointing a Park District liaison for the team.

Ms. Moritz talked about the first annual Green Fair held in June and thanked Executive Director Schimmel for his support in providing the location and manpower to set up Park District equipment. The Village also embraced the event and helped with its promotion. The information about the Fair was on the Park District's EAT web site page, so exhibitors could be directed there for information. The Green Fair had 20 exhibit booths that included education, information, displays and activities. Some booth themes were composting, environmental law and policy, a rain garden display, children's games, seed planting and recycling collections.

EAT suggested and helped plan the Raupp Museum exhibit about the "Lost Prairie" in Buffalo Grove and scheduled the man who discovered the prairie as a speaker at the museum. The Park District sold approximately 56 rain barrels this year. Ms. Moritz would like to include education on how to use them at the Green Fair. Ms. Moritz and Mr. Weiss will be meeting with Village staff on the 22<sup>nd</sup> of February to discuss the Village's environmental plan. EAT manned tables at the Farmers' Market, National Night Out and BG Days. In 2009 EAT sponsored and supplied volunteers for a successful electronic recycling event that the Village now organizes. This year the event was combined with document shredding. EAT will continue to work with the BG Days committee to have recycling at BG Days and will be piloting a community composting program at the Farmers' Market.

Mark Steuer reported EAT collects used bicycles for Working Bikes Cooperative, a mostly volunteer organization that donates bicycles to charity organizations within Chicagoland and ships bicycles to the Gulf Coast, Ghana, Tanzania, Angola, Cuba, Guatemala, and Peru. The first event took place in 2010 and the committee collected approximately 108 bikes this past year. EAT also participates in the Adopt a Highway program and cleans a portion of Deerfield Parkway from Barclay to Weiland Roads twice a year.

Mr. Weiss reported that in 2012 there were more than 60 volunteers who worked at Rylko Park, including employees from Siemens Corporation and three scout groups. The volunteers removed invasive plants and did seed collecting and planting. EAT raised approximately \$1,500 in donations. An Eagle Scout candidate collected seed at Buffalo Creek Forest Preserve which his volunteers then cleaned to be planted at Rylko Park. This year EAT will be focusing on restoration work at the Village owned portion of Buffalo Creek Nature Preserve on Checker and Arlington Heights Roads.

Mr. Weiss founded the Buffalo Creek Clean Water Partnership that includes 10 communities from Lake Zurich to Prospect Heights. Ms. Marcy Knysz introduced herself as a biologist and planner who lives in Buffalo Grove and joined the Partnership soon after it was formed. So far the Partnership has had four very well attended public meetings. There are 200 members of the Partnership who are interested in water quality and habitat, erosion and flooding. Mr. Weiss has spearheaded a lot fieldwork including water monitoring. The Partnership received a \$10,000 grant from the Lake County Watershed Management Assistance Board.

The Clean Water Partnership has coordinated with the eight main communities in the area to do the same water test on the same day in order to gather data to analyze what the impairments are. The Partnership is negotiating a \$104,000 Illinois Environmental Protection Agency grant to get the technological part of the plan completed. Lake County Stormwater Management Commission and Lake County Health Department are donating in-kind services for the project. There will be ongoing, working meetings and the group is looking for volunteers.

Executive Director Schimmel and President Reiner congratulated the watershed group for its efforts and on receiving the grant. President Reiner requested that the Board be notified of dates for upcoming events. Executive Director Schimmel noted that it was important for the Park District to become involved with the Partnership in order to apply for Clean Water Act Section 319 and EPA grants. Mr. Weiss stated that Openlands is the fiscal agent for the Partnership.

## **PARKS DEPARTMENT**

### **Staff Report**

Superintendent of Parks Heider reported that currently there is an ice rink at Willow Stream Park. Staff have been removing and painting park signs, working on buildings for Safety Town renovations and cleaning and organizing work areas. The small white shed at the Performing Arts Center will be removed and a concrete pad will be enclosed for outdoor storage because the shed at Children's Park will be demolished.

### **Update on Alcott HVAC Project**

Director of Recreation and Facilities Risinger reported that the project is going well. The contractors are still in the east wing and will be working next on the center wing. He outlined the location of the staff who have to relocate their offices. Executive Director Schimmel said there was an important and productive meeting with Trane regarding their responsibilities in the project. Director Risinger said that on the whole, the senior programming has smoothly transitioned to the Raupp Museum but the seniors will be glad to be back at Alcott.

## **POLICY AND LEGISLATION**

### **Review of Third Quarter Administrative Work Plan**

Executive Director Schimmel noted that the fitness center membership sales continue on an upward trend and the goal is to improve personal training numbers. The application for the IAPD Distinguished Accreditation Program will be submitted to qualify for a review this year.

### **Comments on IAPD Cook County Legislative Breakfast**

Executive Director Schimmel attended the breakfast that park district leaders and six legislators attended and he summarized what topics were discussed.

### **IAPD Lake County Legislative Breakfast on February 22**

Vice President Schmerer, Commissioner Johnson, Executive Director Schimmel and Director Risinger will attend this breakfast.

## **RECREATION**

### **Staff Report**

Director Risinger thanked the Board for attending the strategic planning session. The facilitator has returned a plan that will be presented to the entire staff. The Park District received an award for the ReUSE A SHOE program that Erika Strojinc led. The award is a chair made out of recycled material that can be found in the lobby at Alcott. Partners for a Tobacco Free Lake County is recognizing the Park District for its anti-smoking policy.

Superintendent of Recreation Greg Ney reported that three staff members have finished the online concussion training. The Park District has already exceeded its initial goal of having 100 coaches complete the anti-bullying online training program.

The Fitness Center's Program Specialist Houghton was introduced to speak about a health and wellness program that the Board initiated. Commissioner Jacobson explained that the intent of the program was for the Board to become more connected with the fitness center. The participants would set individuals goals that are monitored by fitness staff. He also thinks it is important for the community to see that the Board emphasizes health and wellness.

Program Specialist Houghton asked that each commissioner set personal goals, undergo a Polar fitness assessment and then receive training on the equipment in small groups. There was a discussion about various monitoring tools that are on the market if the Board would like to purchase one to help in obtaining goals.

**Performing Arts Center**

Executive Director Schimmel stated that the cost estimates for the PAC will be presented at a future board meeting.

**PUBLIC RELATIONS & MARKETING**

**Staff Report**

Public Relations and Marketing Manager Mike Terson reported that the summer brochure is in production and he is working on the next issue of the Village newsletter. He will have visual examples at the next meeting regarding a logo change. Manager Terson discussed the fact that although the Park District needs to continue to explore and grow technological avenues for providing information, the written brochure is still an important method to reach residents. The rescheduled State of the Parks event for the Wheeling Park District is February 19<sup>th</sup>.

**PRESIDENT AND COMMISSIONER'S REPORTS**

Commissioner Johnson said that the customer appreciation day at the Dome was a very nice event. Executive Director Schimmel noted that there were approximately 200 people at the event with great activities, raffles and equipment exhibits.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**EXECUTIVE SESSION**

There was no Executive Session.

**ADJOURNMENT**

Commissioner Jacobson moved to adjourn the workshop at 8:32 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

---

Secretary