

**BUFFALO GROVE PARK DISTRICT
WORKSHOP MINUTES
MARCH 18, 2013**

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

Absent: Scott Jacobson

Staff Present: Executive Director Dan Schimmel, Superintendent of Parks Bill Heider, Director of Recreation and Facilities Ryan Risinger, Superintendent of Revenue Facilities Kristy Vik, Business Manager John Short and Administrative Assistant Martha Weiss

Attorney David Bloomberg was present.

CALL TO ORDER

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

Roll Call

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

INTRODUCTION OF GUESTS

Tom Chapman from Raymond James and Associates, Mike Schwartz and Jeff Hersh from Congregation Beth Am and Friends of the Parks Foundation Board Member Calli DuSell were introduced.

FINANCE

March Warrant 2013

Business Manager Short noted that because of the date of the meeting, the warrant amount was somewhat smaller. There were no questions and it was referred to Committee Action Items for approval.

February Financial Statement

Business Manager Short noted that the Park District has received approximately 60% of Cook County first installment taxes. There were no questions and it was referred to Committee Action Items for approval.

February Year to Date Statement

There were no questions or comments and it was referred to Committee Action Items for approval.

March Refunds

There were no questions or comments and it was accepted as written.

Financial Overview – Tom Chapman, Raymond James & Associates

Executive Director Schimmel asked Mr. Chapman and Business Manager Short to present information to the Board regarding the Park District's opportunities to structure debt for renovation of the Performing Arts Center. Mr. Chapman gave an overview of current debt requirements and their retirement dates. Historically, the Park District makes debt payments without a heavy reliance on annual rollover bonds. One option Mr. Chapman presented was the phasing of the elements proposed in the architect's conceptual design. Another option was financing the entire amount at the outset either long term or under a three year "bullet" plan. There was a discussion about the implications of the additional financing on

the overall operations and capital projects of the Park District. Executive Director Schimmel enumerated all of the major projects that the Park District just completed or is currently completing and reviewed possible projects that can be impacted. He stated that the Park District has the ability to keep up with infrastructure needs and smaller projects while still affording debt service payments.

President Reiner expressed a concern that the Park District is abandoning the possibility of a recreation center at Rylko Park. He is supportive of the Performing Arts Center project, but is uncomfortable with the cost of the renovation. The public has expressed the support for a Performing Arts Center in the recent survey. Executive Director Schimmel mentioned that the new center will have, in addition to the theaters, offices and classrooms, a large meeting room, a black box room that can be rented out and used for many activities, two art studios, a large cooking studio, and larger dance studios than were planned in a community center. Executive Director Schimmel noted that because of the new Performing Arts Center, additional space will be available at Alcott Community Center. President Reiner commented that he wanted to make sure that future Boards will be able to supply the community with what it wants.

Business Manager Short reviewed the Park District's capital projects during the last four years and the significant amount of grant money received. He projected the amount of revenue coming in going forward versus the required maintenance projects, and concluded that there is sufficient capital for new projects. Commissioner Drazner emphasized the many uses for the Performing Arts Center which he characterized as a community center. He would like to see all of the renovations done at once and not in phases if that was possible because of the rising costs of construction. Vice President Schmerer noted that a buzz will be created by the theater more than the other elements in the building. Commissioner Johnson agreed that the fund raising initiative should be very aggressive. President Reiner stated that the Park District should make sure that the replacement funds remain solid so that the Park District remains a distinguished agency.

Fund Raising Counsel – Michael Dimengo, the Alford Group

Mr. Dimengo will be coming to the April 8 Workshop.

POLICY AND LEGISLATION

Personnel Policy Manual

Director Risinger distributed a copy of changes suggested by counsel and Commissioner Johnson to the version given to the Board at the last meeting. The board approved the changes in the Personnel Policy Manual verbally and it will be approved in the April Board meeting.

There were no additional staff reports.

PRESIDENT AND COMMISSIONERS REPORTS

There were no President's or Commissioners' reports.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Michael Schwartz, President of Congregation Beth Am, submitted a letter to the Board requesting the opportunity to rent the Performing Arts Center in addition to the rental times included in the original agreement between the parties. President Reiner replied that the Board would like to have time to confer with its attorney and staff and would give an answer after that was done.

ADJOURNMENT

Vice President Schmerer moved to adjourn the Workshop at 8:07 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

Secretary