



**Buffalo Grove Park District
Workshop Minutes
Monday, July 22, 2013**

Commissioners Present: Richard Drazner, Adriane Johnson and Jack Schmerer

Commissioners Absent: Scott Jacobson and Larry Reiner

Staff Present: Executive Director Dan Schimmel, Superintendent of Parks Bill Heider, Deputy Director Ryan Risinger, Business Manager John Short, Superintendent of Revenue Facilities Kristy Vik, Public Relations and Marketing Manager Mike Terson, Superintendent of Recreation Kim Cashmore and Administrative Assistant Martha Weiss

Guests: Todd Boysen, Summer Park District Intern

CALL TO ORDER

President Schmerer called the Workshop to order at 7:03 pm.

Roll Call

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

Approval of Workshop Agenda

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

FINANCE

July Warrant 2013

Business Manager Short noted that there was nothing extraordinary in the July Warrant 2013 and it was referred to Committee Action Items for approval.

June Financial Statement

There were no comments or questions and the June Financial Statement was referred to Committee Action Items for approval.

June Year to Date Statement

Business Manager Short noted that one—half of the Lake County taxes had been received and next month the Cook taxes will be coming in. There were no further questions or comments and the June Year to Date Statement was referred to Committee Action Items for approval.

July Refunds

There were no questions or comments and the July Refunds were accepted as written.

PARKS

Willow Stream Phase I/OSLAD Design Proposal

Hitchcock Design's Phase I maps of the project were distributed to the Board which do not include the north parking lot. This is an extensive project and their fee is \$79,200 for design work plus expenses. The project was budgeted at \$881,700 and less the OSLAD grant amount, the Park District's portion will be \$481,700. Locations of the amenities may be changed from the current plan.

President Schmerer asked about going for a grant for Phase II and staff has applied for the Illinois Green Infrastructure Grant.

Executive Director Schimmel recommends that Hitchcock Design's proposal be approved because he has been impressed with past work done by them and thinks that the fee is reasonable.

RECREATION

Special Leisure Services Foundation Fund Raising Strategies

Executive Director Schimmel reported on the new fund raising strategy of the Special Leisure Services Foundation and the consensus was that the Board would support and attend the event.

PUBLIC RELATIONS

IAPD Best of the Best Gala – September 27

Executive Director Schimmel polled the Board as to whether they would be in attendance at the event.

PRESIDENT AND COMMISSIONERS REPORTS

Commissioner Johnson reported that she attended the fitness center's customer appreciation picnic on Saturday and that staff did a great job and the participants had a good time.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Executive Director Schimmel distributed a preliminary design from Hitchcock Design for the area outside of the Alcott Community Center to be constructed after the two houses are demolished. The plan is still being tweaked and the project will be done in next fiscal year.

ADJOURNMENT

Commissioner Johnson moved to adjourn the Workshop at 7:25 pm, seconded by Commissioner Drazner and approved with a voice vote.

Respectfully submitted,

Secretary