

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
JANUARY 19, 2009**

The Regular Board Meeting of the Board of Commissioners of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Present: Commissioner: Conroy, Ehrhard, Engelhard, Hart, President Meierhoff

Visitors: Ron Salski (Executive Director), Dave Peterson (Director of Business and Facility Services), Janice Schnobrich, Kauri McKendry and Brian Lesser (Webcam).

1. CALL TO ORDER:

Commissioner Meierhoff called the meeting to order at 6:30 p.m.

2. ROLL CALL:

The following Commissioners were present when the roll was called:

Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff

Commissioner Gronau was absent with prior notice.

3. APPROVAL OF AGENDA:

A motion was made by Commissioner Hart, seconded by Commissioner Engelhard to approve the agenda of January 19, 2009. By unanimous voice vote, the agenda was approved as presented.

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff

Nays: None

Abstain: None

Absent: None

4. STATEMENT OF VISITORS:

Ms. Schnobrich approached the Board and addressed her concerns about the tent asphalt pad and decreasing the Open Space. If the Park District needs her assistance, she is willing to help. Executive Director Salski mentioned the Park District is going in front of the Village with a three year term to institute a Pilot Program. The Pilot Program consists of installing a tent and asphalt pad.

Commissioner Hart mentioned the reason for the tent is to develop additional revenues. President Meierhoff mentioned that she can make a comment to the Village. Ms. Schnobrich mentioned that she will draft a letter to the Village.

5. APPROVAL OF MINUTES OF NOVEMBER 17, 2008 REGULAR BOARD MEETING

A motion was made by Commissioner Hart and seconded by Commissioner Conroy to approve the November 17, 2009 minutes as presented.

On the roll call, the vote was as follows:

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff
Nays: None
Abstain: None
Absent: None

6. APPROVAL OF MINUTES OF DECEMBER 15, 2008 SPECIAL BOARD MEETING

A motion was made by Commissioner Engelhard and seconded by Commissioner Hart to approve the December 15, 2008 minutes as presented.

On the roll call, the vote was as follows:

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff
Nays: None
Abstain: None
Absent: None

7. APPROVE INVOICE SCHEDULE FOR THE PERIOD ENDING JANUARY 5 & 19, 2009:

A. A motion was made by Commissioner Conroy and seconded by Commissioner Engelhard to approve the bills payable schedule period January 5, 2009 in the following amounts:

GENERAL FUND	\$10,485.59
RECREATION FUND	\$ 9,804.56
PLATFORM TENNIS FUND	\$ 1,647.50
GOLF FUND	\$ 8,492.46
SWIM POOL FUND	\$ 504.00
FITNESS CENTER	\$ 4,214.76
MASTER PLAN FUND	\$24,728.06
FOR A TOTAL OF	\$ 59,866.93

Commissioner Hart asked questions about an invoice regarding the Tank Removal. Executive Director Salski mentioned it was for the work related to Fuel Storage Tank and remediation. He anticipates more work to be completed. Commissioner Engelhard asked questions about an invoice regarding the 119 Rockland Mortgage. Director Peterson mentioned the mortgage is 20 years. Commissioner Hart asked questions about consolidated vendors for the golf course. Director Peterson mentioned the Golf Course utilizes a variety of brands and products. Commissioner Hart asked questions about the invoice related to Comcast. Director Peterson mentioned the name of account description is incorrect and will get corrected in the future.

On the roll call, the vote was as follows:

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff

Nays: None

Abstain: None

Absent: None

B. A motion was made by Commissioner Hart and seconded by Commissioner Conroy to approve the bills payable schedule period January 19, 2009 in the following amounts:

GENERAL FUND	\$14,886.30
RECREATION FUND	\$14,835.63
SPECIAL RECREATION FUND	\$31,855.00
PLATFORM TENNIS FUND	\$68,713.32
GOLF COURSE FUND	\$12,224.80
SWIM POOL FUND	\$ 1,424.48
FITNESS FUND	\$ 4,891.81
FOR A TOTAL OF	\$148,831.34

Commissioner Engelhard asked questions about the Petty Cash item. Director Peterson mentioned it was for Per Diem related to the IPRA/IAPD Conference. Commissioner Hart asked questions about the fire protection invoice. Director Peterson mentioned it is the annual maintenance agreement. Commissioner Conroy asked questions about the \$5,600 for On-line Registration. Director Peterson mentioned this is the balance due and the Park District spent \$10,000 for development and maintenance. Commissioner Hart asked a question about the fee associated with registering for a class. Executive Director Salski mentioned the Park District does not host the site; therefore a fee is associated with hosting. Executive Director Salski will research options as the registration is more of a service to the participants. Commissioner Hart asked a question about the invoice to Workmasters. Executive Director mentioned Platform Tennis Hut is behind schedule but attempt to get into the building before the end of the season.

On the roll call, the vote was as follows:

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff

Nays: None

Abstain: None

Absent: None

8. FINANCE

President Meierhoff asked questions about the utilities and the reasons for higher bills. Director Peterson mentioned electricity is locked into contracts and reviewing.

President Meierhoff mentioned our cash balance is \$885,000 top to bottom. It is getting close to \$1,000,000 and it is idle cash. The Park District is solid with cash reserves.

9. ACTION ITEMS

- A. Tax Levy Abatement in regards to the \$600,000 and \$1.4 million Alternate Revenue Source Issues in 2003 and 2004, respectively.

Director Peterson mentioned there are two tax abatements related to the Driving Range and Community Center and file with County. The Park District uses fees, memberships and lessons for the Driving Range and Community Recreation Center to pay for debt service. Both are Alternate Revenue Bonds and the Park District must file with County and issue a Tax Abatement to pay for debt service. President Meierhoff mentioned it is good news to utilize tax dollars.

A motion was made by Commissioner Ehrhard and seconded by Commissioner Engelhard to accept Ordinance 08-21 abating the taxes hereto levied for the year 2008 with respect to the Driving Range and Recreation Center addition projects.

On the roll call, the vote was as follows:

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff

Nays: None

Abstain: None

Absent: None

- B. State Joint Purchase Act – Resolution 09-1

A motion was made by Commissioner Ehrhard and seconded by Commissioner Conroy to accept the attached Joint Purchase Act Participation Resolution 09-1.

On the roll call, the vote was as follows:

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff

Nays: None

Abstain: None

Absent: None

10. WRITTEN COMMUNICATIONS

Executive Director mentioned the reports are listed in front of the Board. Staff met with the Golf Members on Thursday and Saturday and received good questions. Members were excited about expanding the membership, carts and driving range. Executive Director mentioned it will take time for members to understand the changes so please forward questions to staff. Commissioner Ehrhard asked about the Open House. Commissioner Hart asked about the attendance and Executive Director mentioned about 75 people.

Executive Director Salski mentioned it may be important to assess the babysitting as the participation trends are declining. President Meierhoff asked for reasons for the decline and mentioned is it the service. Commissioner Engelhard asked about the demographics. Commissioner Hart recommended finding out what amenities parents would like to have in a room and service. Commissioner Hart mentioned a correlation with the fitness members and babysitting. Commissioner Hart asked for a timeline and Executive Director Salski mentioned it would take 3-5 months due to priorities. Commissioner Hart asked if there are some quick fixes and then review more intently.

Commissioner Engelhard had questions about the Fitness Center Track and usage. Director Peterson is attempting to determine reports with our software. Commissioner Hart mentioned the history.

Executive Director Salski mentioned staff would like to update the Board on memberships; however it has been difficult with our software.

11. VERBAL COMMUNICATIONS

Director Peterson mentioned he closed out the fiscal year and working with the auditor on the software. He is closing off the fiscal year.

Commissioner Hart asked a question about the donated sailboat. In addition, staff will make sure to contact the individual and run it through the Foundation.

Executive Director mentioned our webcam is operational and would like to hear feedback. It is the most cost effective way and put on the website. In addition, it will be on cable. Executive Director Salski mentioned the Lake Forest Commissioner Conroy mentioned it would be great for the meeting to be on the website for neighbors.

Executive Director mentioned there will be a Committee of the Whole meeting. Executive Director Salski provided the Board with a draft Board Policy Manual.

President Meierhoff mentioned the County shorted the Park District \$250,000. However, they are working with the Park District to provide reimbursement. He mentioned the Park District is working with the Tri-Agency for the tunnel project. President Meierhoff mentioned Dave Ganfield resigned from the Board effective January 12, 2009 and has taken an open position, Recreation Services Manager. He mentioned Dave Ganfield knows this Park District better than anybody and one of the best Board Members the Park District has ever had. He will be missed.

12. ADJOURNMENT

There being no further business, a motion was made by Commissioner Hart and seconded by Commissioner Conroy to adjourn the meeting at 7:00 p.m. The motion carried by unanimous vote.

On the roll call, the vote was as follows:

Ayes: Commissioners Conroy, Ehrhard, Hart, Engelhard, President Meierhoff

Nays: None

Abstain: None

Absent: None

Approved this 16 day of February 2009
Board of Commissioners
Lake Bluff Park District