

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR BOARD MEETING  
APRIL 19, 2010**

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.

Visitors: Ron Salski (Executive Director), Dave Peterson (Director of Facilities and Recreation Services), Rob Foster (Director of Golf & Park Maintenance), Ed Heiser (Assistant Golf Operations Manager and Golf Professional), Janice Schnobrich

**1. CALL TO ORDER:**

President Gronau called the meeting to order at 6:30 p.m.

**2. ROLL CALL:**

The following Commissioners were present when the roll was called:

Commissioners: Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, Gronau

Absent with prior notice: None

**3. APPROVAL OF AGENDA:**

A motion was made by Commissioner Hart and seconded by Commissioner McKendry to approve the agenda of April 19, 2010 as presented.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** None

**4. STATEMENT OF VISITORS:**

None

**5. APPROVAL OF MINUTES OF MARCH 1, 2010 COMMITTEE OF THE WHOLE  
REGULAR BOARD MEETING**

A motion was made by Commissioner Ehrhard and seconded by Commissioner Hart to approve the March 1, 2010 minutes as presented.

**On the roll call, the vote was as follows:**

**Ayes:** Douglass, Ehrhard, Hart, McKendry, Nickels

**Nays:** None

**Abstain:** Considine, President Gronau

**Absent:** None

**6. APPROVAL OF MINUTES OF MARCH 15, 2010 PUBLIC HEARING**

A motion was made by Commissioner Ehrhard and seconded by Commissioner Douglass to approve the March 15, 2010 minutes as presented.

**On the roll call, the vote was as follows:**

**Ayes:** Douglass, Ehrhard, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** Considine, Hart

**Absent:** None

**7. APPROVAL OF MINUTES OF MARCH 15, 2010 REGULAR BOARD MEETING**

A motion was made by Commissioner Considine and seconded by Commissioner Douglass to approve the March 15, 2010 minutes as presented.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** None

**8. APPROVAL OF MINUTES OF APRIL 12, 2010 SPECIAL COMMITTEE OF THE WHOLE MEETING**

A motion was made by Commissioner Considine and seconded by Commissioner Douglass to approve the April 12, 2010 minutes as presented.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** Hart

**Absent:** None

**9. CONSENT AGENDA / FINANCE**

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to accept the items on the consent Agenda as presented.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** None

**APPROVE INVOICE SCHEDULE: PERIOD ENDING APRIL 1 & 19, 2010**

A motion was made by Commissioner Ehrhard and seconded by Commissioner Hart to approve the bills payable schedules for April 1 and April 19, 2010 in the following amounts.

GENERAL FUND	\$ 9,029.84
RECREATION FUND	\$ 10,287.08
PADDLE TENNIS	\$ 904.67
GOLF COURSE FUND	\$ 17,521.47
SWIMMING POOL FUND	\$ 3,371.36
FITNESS CENTER FUND	\$ 4,934.70
FOR A TOTAL OF:	\$ 46,049.12

GENERAL FUND	\$ 24,208.11
RECREATION FUND	\$ 11,355.45
GOLF COURSE FUND	\$ 18,217.47
SWIMMING POOL FUND	\$ 9,241.81
FITNESS CENTER FUND	\$ 2822.52
FOR A TOTAL OF:	\$ 65,845.36

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** None

**10. MONTHLY BUDGET SUMMARY REPORT / TREASURER’S REPORT**

A. Treasurer’s Report

Executive Director Salski indicated the March 2010 month end cash balance was \$561,724.74 while the overall cash balance as of today, April 15, is \$603,809.37. He also mentioned the first quarter is on target and the cash balance is healthy.

General Fund: Performing similar to last year

Recreation Fund: Performing similar to last year

Golf Course: Driving range revenue change is due to the dollars being spread across 3 areas: driving range, greens fees, and riding cart rentals

Fitness Center: Excellent performance

Swim Pool: Surge tank bond proceeds have been received

Paddle Tennis: No bond payment in 2010 due to debt restructuring

Commissioners were reminded of the Lake County tax administration error will be showing up on the 2009 Homeowners tax bill.

B. Monthly Budget Summary Report

The Budget Report – All Funds Combined - has been revised to add page numbers for easier reference to the Treasurer’s Report memo.

Executive Director Salski indicated the auditor has readjusted some fund balances. Dollars were moved from the Master Plan fund to funds with negative balances. This report looks different from the budget book. The auditor will discuss these changes during the spring visit.

**11. NEW BUSINESS / ACTION ITEMS**

A. Resolution 2010-B

Due to the reorganization, a new Authorized Agent must be appointed to the Illinois Municipal Retirement Fund (IMRF) by the Board of Commissioners.

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to approve Resolution 2010-B and appoint Ron Salski as the IMRF Authorized Agent.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau  
**Nays:** None  
**Abstain:** None  
**Absent:** None

B. Ordinance 2010-E

The Conduct Ordinance supplied to Commissioners is a revised document from the original 1979 document and from previous revisions/additions. The ordinance meets legal standards to enforce various regulations throughout the Lake Bluff Park District Parks and Properties.

This policy has been reviewed by the Park District attorney and the Village of Lake Bluff Police Chief. By law, the Park District is required to notify the Public of the revised Conduct Ordinance; therefore the Ordinance will be available at the Guest Service Desk.

A motion was made by Commissioner Hart and seconded by Commissioner Considine to approve Ordinance 2010-E (Conduct Ordinance) regulating the use of the Parks and Property owned and controlled by the Lake Bluff Park District, Lake County, Illinois.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau  
**Nays:** None  
**Abstain:** None  
**Absent:** None

Executive Director Salski indicated the need for signs/buoys indicating that no motorized vehicles are allowed within 300 feet of the beach. Sunrise Beach has not experienced issues however, it does need to be addressed and clearly stated.

C. Ordinance 2010-E

Pursuant to 70 ILCS 1205/8-22, the Lake Bluff Park District disposes of property it deems to be of no use. The Park District must pass Ordinance 2010-E by approval of at least three-fifths of the Park Board.

A motion was made by Commissioner Hart and seconded by Commissioner Ehrhard to Approve Ordinance 2010-F – Declaration of Surplus Personal Property and Authorization for Sale or Disposal.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau  
**Nays:** None  
**Abstain:** None  
**Absent:** None

D. Strategic Plan

During the budget process, the Board of Commissioners approved \$15,000 to complete a Strategic Plan. Since February the Future Planning Committee and Executive Director Salski have interviewed strategic planning consultants with a recommendation to hire Pro’s Consulting.

A Board of Commissioner workshop is scheduled for Friday, May 21 at 6:30 p.m. and will continue on Saturday, May 22 at 8:30 a.m.

A motion was made by Commissioner Ehrhard and seconded by Commissioner Considine to accept the proposal from Pro’s Consulting and authorize the Executive Director, on behalf of the Park District, to enter into an agreement with Pro’s Consulting for services related to development of a Strategic Plan not to exceed \$13,500.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau  
**Nays:** None  
**Abstain:** None  
**Absent:** None

**12. WRITTEN COMMUNICATIONS**

A. Department Reports

Reports supplied to all Commissioners.

Executive Director

Executive Director Salski extends a thank you to the Village Board for waiving the permit fees for the Surge Tank project.

Staff

Rob Foster (Director of Golf & Park Maintenance) mentioned the following:

*Ice damage:* Repairs are underway

*Weshinsky Field:* Lake Bluff Baseball Association and Halloran & Yauch Irrigation are addressing the drainage problems at no expense to the Park District.

*Sign:* A new sign will be installed at the Park District entrance indicating the Golf and Paddle tennis locations.

*Staff:* Anticipates being fully staffed by May

Ed Heiser (Assistant Golf Operations Manager and Golf Professional) explained that “adjusted revenue” is figured by taking Membership golf dollars and distributing them appropriately during the season as the members play golf and are serviced by staff.

Dave Peterson (Director of Facilities and Recreation Services) mentioned the Active Adult classes offered are being well received with high attendance. Director Peterson also mentioned the increase in Fitness Center memberships.

### 13. VERBAL COMMUNICATIONS

#### A. Staff

Director Dave Peterson mentioned the following:

*Pool liner:* A pool liner specialist inspected the liner and indicated repairs can be made. If the liner does bubble or crack after the pool opens, repairs can be made, approximately 5-7 days would be needed to drain the pool, repair the liner, and refill the pool.

*Fitness Center:* Scheduled spring maintenance has been completed.

*Summer Registration:* Registration for summer programs and pool are on-going.

*ARC:* Bus transportation will no longer be provided; school employees and Park District staff will walk participants from the school to the Park District.

Director Rob Foster mentioned the following:

*Mawman Park:* In response to a resident letter regarding noise from the batting cage a temporary solution was proposed to post a sign with hours of operation and continue to investigate other solutions.

*Beach clean-up:* 15 volunteers worked at the beach on Saturday, April 10.

*Sanctuary Park:* Buckthorn clearing needs to be addressed in order to enlarge park and create the planned walking path. Commissioner Nickels indicated a walking path needs to be investigated at Artesian Park in the ravine area. Commissioner McKendry indicated these projects may be ideal Eagle Scout projects. Executive Director Salski indicated the need to talk with residents before any action is taken.

*Sunrise Park:* The Lake Bluff Garden Club did not receive the grant for funding of this project, however, \$8,500 was included in the Park District budget and work will begin in June.

*Color scheme:* A consistent color scheme for items such as signs and picnic tables needs to be chosen in order for unity in all Park District parks and properties.

#### B. Executive Director

Executive Director Salski mentioned the following:

*Baseball signage:* Approval was granted by the Village to add signs to the baseball fences but not to the concession building.

*Adopt a Beach:* Volunteers will be cleaning-up Sunrise beach during Earth week.

*Pool Task Force:* Presentation of 5 drawings will be held April 20, 2010

*Surveys:* Deadline has been extended one week – approximately 140 were returned on-line with roughly 30 returned in person.

C. Park Foundation (FLBPDF)

None

D. Administration and Finance Committee

None

E. Future Planning Committee

Workshop dates of May 21-22 previously discussed in New Business – D. Strategic Plan.

F. Golf Committee

Ed Heiser mentioned the following from his Golf Summary report:

*Memberships:* All levels are compared to 2009 – with changes indicated.

Junior memberships are up 74% indicating a strong future.

*Rates:* Spring rate will continue until the 15<sup>th</sup> green is open.

*Incentives:* Split between 3 funds for 2010. Members are able to choose the option.

*Daily Fees:* Up 240% as of April 15 due to the great weather.

*Awards Account:* Merchandise is now included – 10% is added to the Account.

*Lake Forest High School:* New relationship is very positive. LFHS will be ordering

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bags from the Pro Shop.

G. Paddle Committee

Commissioners Ehrhard and Nickels indicated the objective of the Paddle Committee is to break even in 2010. The Committee is creating a task force consisting of 2 men and 2 women to help with this process.

H. Parks, Recreation Programs & Facilities Committee

None

I. Tri-Advisory & Intergovernmental Committee

None

J. President's Report

None

**14. EXECUTIVE SESSION**

A motion was made by Commissioner Ehrhard, and seconded by Commissioner Hart to move into Executive Session for the following reasons:

- A. Discussion of the meetings lawfully closed under Open Meetings Act, whether for purposes of approval by the District of the minutes or semi-annual review of the minutes as mandated by Section 2.06 per 5 ILCS 120/2(c)(21).
- B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2 (c) (1) of the Open Meetings Act.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** None

Executive Session began at 7:45 p.m.

A motion was made by Commissioner Hart and seconded by Commissioner Considine to move out of Executive Session.

**On the roll call, the vote was as follows:**

**Ayes:** Considine, Douglass, Ehrhard, Hart, McKendry, Nickels, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** None

Executive Session ended at 8:06 p.m.

**15. ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION**

None

**On the roll call, the vote was as follows:**

**Ayes:** None

**Nays:** None

**Abstain:** None

**Absent:** None

**16. ADJOURNMENT**

There being no further business, a motion was made by Commissioner Hart and seconded by Commissioner Douglass to adjourn the meeting at 8:10 p.m. The motion carried by unanimous vote.

Approved this 17 day of May 2010

Board of Commissioners

Lake Bluff Park District