

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR BOARD MEETING  
JANUARY 18, 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 Business and Facility Services), John Dzarnowski (FGM Architects), Rob Foster (Golf Course Superintendent), Scott Larson, Janice Schnobrich, Dale Lomax, John McIntosh, Maria Ferretti, Brock Gordon, Erica Abayham, Annie Pezza, Katherine Murray, N. Trausch, Jim Marrone

**1. CALL TO ORDER:**

President Gronau called the meeting to order at 6:31 p.m.

**2. ROLL CALL:**

The following Commissioners were present when the roll was called:

Commissioners: Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

Absent with prior notice: Commissioner: Nickels

**3. APPROVAL OF AGENDA:**

A motion was made by Commissioner Hart and seconded by Commissioner Douglass to amend Item E on the agenda to read, Approve Minutes of December 14, 2009 Regular Board Meeting.

A motion was made by Commissioner Ehrhard and seconded by Commissioner Douglass to approve the agenda of January 18, 2010 as amended. By unanimous voice vote, the agenda was approved as amended.

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

**4. STATEMENT OF VISITORS:**

**Janice Schnobrich** complimented the Lake Bluff Park District Board in the hiring of Executive Director Ron Salski. She also expressed her pleasure in the new Active Adult class offered on Tuesday and Thursday at 10:30am. Class attendance has been high and this is a welcome addition for all seniors. The class is currently free and Mrs. Schnobrich inquired if this will continue. Executive Director Salski indicated staff is evaluating and would forewarn participants at least 1 month in advance of any changes.

**John McIntosh** inquired as to how the paddle facility impacted the budget, how much the facility cost and how many members are from Lake Bluff and Lake Forest.

Executive Director Salski indicated the paddle facility cost approximately \$700,000. This includes all landscaping plus construction costs. He also indicated the paddle facility will probably operate at a loss for the next 2-3 years.

Director Peterson stated that last year memberships were at 55 while the 2009-2010 season has current memberships of 85. He did not know the exact breakdown of Lake Bluff v. Lake Forest members but will respond to Mr. McIntosh at a later date. Commissioner Meierhoff inquired as to the number of memberships required to break even. Director Peterson stated the budgeted number of members is approximately 125-130 depending on membership type.

**5. APPROVAL OF MINUTES OF DECEMBER 14, 2009 REGULAR BOARD MEETING**

A motion was made by Commissioner Meierhoff and seconded by Commissioner Hart to approve the December 14, 2009 minutes as presented.

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

**Ayes:** Commissioners Douglass, Ehrhard, McKendry, Meierhoff, Hart, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

**6. APPROVAL OF MINUTES OF JANUARY 5, 2010 SPECIAL BOARD MEETING**

A motion was made by Commissioner Hart and seconded by Commissioner Ehrhard to approve the January 5, 2010 minutes as presented.

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

**7. APPROVAL OF MINUTES OF JANUARY 9, 2010 SPECIAL COMMITTEE OF THE WHOLE MEETING**

A motion was made by Commissioner Hart and seconded by Commissioner McKendry to approve the January 9, 2010 minutes as presented.

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, President Gronau

**Nays:** None

**Abstain:** Meierhoff

**Absent:** Nickels

**8. CONSENT AGENDA / FINANCE**

**APPROVE ITEMS ON THE CONSENT AGENDA:**

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

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

**APPROVE INVOICE SCHEDULE FOR THE PERIOD ENDING JANUARY 4 & 18, 2010:**

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to approve the bills payable schedules for January 4 and January 18, 2010 in the following amounts.

GENERAL FUND	\$ 6,687.09
RECREATION FUND	\$26,043.07
LIABILITY INSURANCE FUND	\$44,544.00
PADDLE TENNIS FUND	\$ 556.89
GOLF COURSE FUND	\$10,152.07
SWIMMING POOL FUND	\$ 8.00
FITNESS CENTER FUND	\$ 5,475.59
FOR A TOTAL OF:	\$93,466.71

GENERAL FUND	\$ 6,526.27
RECREATION FUND	\$ 3,071.93
SPECIAL RECREATION FUND	\$ 31,823.00
PADDLE TENNIS FUND	\$ 1,176.00
GOLF COURSE FUND	\$ 4,204.94
FITNESS CENTER FUND	\$ 1,705.15
FOR A TOTAL OF:	\$ 48,507.29

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

- Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau
- Nays:** None
- Abstain:** None
- Absent:** Nickels

**9. MONTHLY BUDGET SUMMARY REPORT / TREASURER’S REPORT / YEAR END CASH BALANCES**

Executive Director Salski indicated that beginning in February he will be giving the financial updates. Director Peterson continues to help during the transition period.

A. Monthly Budget Summary Report

Director Peterson indicated the Revenue/Expenditure report is for the full year 2009. This gives a good comparison by fund for the last two years. Budgeted revenues were \$5,990,300 while the actual revenues were \$5,844,077.

B. Treasurer’s Report

Director Peterson indicated the 2009 year end cash balance was estimated to be around \$650,000 and in actuality it is \$653,340. He feels the Park District is in a good financial position with the reorganization.

C. Year-End Cash Balances

Joan Laine of Milburn Cain & Co worked with Executive Director Salski and Director Peterson to accurately reflect interfund loans made to various funds. The Park District’s total cash balance (\$653,500) remains unchanged while several funds have been terminated or changed.

Changes are outlined below:

- Recreation: balance decreased, borrowed \$276,000 to Golf Course Fund
- Master Plan: balance decreased, borrowed \$743,800 to Golf Course Fund
- Driving range and golf irrigation: terminated with balances transferred to Golf Course Fund
- Swim Pool: reflects \$1,400 less than projected. \$16,000 in capital expenditures for 2009
- Fitness Center: reflects \$11,500 more than projected
- Investments: Interest for 2008 was \$21,137

- Developer's: reflects \$107,000 increase due to reclassifying the first year payment of the debt service on the golf irrigation system

## 10. OLD BUSINESS / ACTION ITEMS

### A. Wading and Main Pools - Overview

Executive Director Salski and John Dzarnowski (FGM Architects) presented an overview of the current pool situation and presented short-term options for both the wading and the main pools.

Lake Bluff Park District Board Commissioners do not recommend options 1 and 2 for the wading pool.

#### Wading Pool:

Option 1-No Cost: No repairs, remain open and be in violation of VGB Act / IDPH Pool Code.

Option 2-\$511,000: Replace for 2010-swim season with late opening anticipated.

Option 3-\$511,000: Close for 2010 and rebuild for 2011 season

Option 4-\$511,000: Close pool and determine long-term options with pool to open in 2012

#### Main Pool:

Option 1-\$5,000: Repair VGB and do nothing else

Option 2-\$90,000: Repair VGB and replace surge tank

Option 3-\$105,000: Repair VGB, replace surge tank and repair water slides

Option 4-\$406,550: Make all recommended repairs

Option 5- Build a new pool

Timeline: Community Input: February – May 2010

Recommendations to Park District Board – June 2010

Construction: August 2011

Pool Opening: June 2012

#### Commissioners Comments / Questions:

If the pool were closed at the end of the swim season, would construction be completed in time for opening at the beginning of a new season? *Answer: Yes.*

Does option 4 (\$406,550) include a new liner? *Answer: No, a new liner would be an additional cost of approximately \$100,000.*

How long would the surge tank repairs take? *Answer: Approximately 6-8 weeks. An additional 3-4 weeks would be required for the bid process.*

Are permits required for the surge tank repairs? *No permits are required by the state, however will need to check locally if permits will be required.*

A resident letter suggested filling in the wading pool and erecting a water play park. Is this feasible? *Answer: The cost savings would be 1/2 of the rebuilding cost of the wading pool. However, permits would still be needed thus no timesavings.*

Community Comments / Questions:

**Katherine Murray asks:** If the wading pool is not opened in 2010, what will the camps do? How will this affect the budget? *Answer: Staff is looking at other water options for those campers in Kidstown who don't take swim lessons. Swim lessons will not be affected. Staff is also looking into a free camp located at the beach for all ages. Budget numbers account for the potential of fewer pool memberships for 2010-swim season.*

**Annie Pezza stated:** It seems like all options listed would only be a band-aid to the pool problem. It would be nice to see a zero-depth new pool designed for Lake Bluff. Does the Park District have the funds available? *Answer: No, the Park District does not have the funds available to build a new pool. Opportunities do exist for grants and possible partnerships. The Foundation Board will also assist with fundraising opportunities.*

**Annie Pezza stated:** The possibility of a free camp at the beach would be more enticing to families if there were some type of water feature. Wilmette has some water features at their beach for children to play in/with. Something like this should be considered even though they may be costly.

**Dale Lomax asks:** Will the surge tank replacement potentially open a can of worms regarding repairs? *Answer: The \$90,000 budgeted does include some contingency dollars.*

**Katherine Murray asks:** Can the surge tank be reused in the new pool design? *Answer: The surge tank repair is a temporary fix; reuse depends on the long-range plans of the pool facility.*

**Maria Ferretti asks:** What are the chances of the surge tank failing? *Answer: The probability is high for the surge tank to fail during the 2010 swim season.*

## 11. NEW BUSINESS / ACTION ITEMS

### A. Wading Pool

Commissioners expressed that closing the wading pool is a practical decision and they look forward to working with the community to find a long-term solution to the pool situation.

A motion was made by Commissioner Hart and seconded by Commissioner Meierhoff to close the wading pool for the 2010 season and determine the viability of reopening in 2011 and authorize the Executive Director and Future Planning Committee to develop a timeline and process to address long-range wading pool concerns.

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None  
**Absent:** Nickels

B. Main Pool

Commissioners are confident the surge tank repairs will allow ample time for community input and design of a new pool. Commissioner Hart feels it is essential to let all camp families know these pool decisions as soon as possible.

Director Peterson and staff will present ideas for the beach and pool at the February meeting.

A motion was made by Commissioner Hart and seconded by Commissioner Ehrhard to replace and install the surge tank, take down the waterslide in the spring of 2010 and authorize the Executive Director and Future Planning Committee to develop a timeline and process to address long-range main pool concerns.

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

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

C. FGM Architects – Surge Tank

Executive Director Salski recommends hiring FGM Architects, Inc. to oversee the surge tank replacement. FGM provided a detailed Pool Audit and has been a part of the process from the beginning. Funding will come from the Debt Certificate Refunding and in specific personnel expense line items. As discussed, the motion includes a “not to exceed” amount of \$20,000. The anticipated cost is estimated to be \$15,200. The \$20,000 is part of the Option 2 \$90,000 not an addition to the cost. Executive Director Salski will report back to the Commissioners when the amount is over \$15,200 for reevaluation.

A motion was made by Commissioner Hart and seconded by Commissioner Douglass to accept the proposal from FGM Architects, Inc. and authorize the Executive Director, on behalf of the Park District, to enter into an agreement with FGM Architects, Inc. for the installation and replacement of the main pool surge tank not to exceed \$20,000.

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

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

D. FGM Architects – Conceptual Design

Staff believes FGM Architects is the best firm to develop conceptual designs at Blair Park Pool. The attached proposal is based on an hourly fee and the meeting hours were determined by the Executive Director. Three concepts will initially be provided with

modifications as necessary based on input from the Park District and Community Focus groups.

Executive Director Salski anticipates savings within the budgeted Unemployment line item which was determined by the reorganizations. Staff budgeted worst-case scenario but has noticed a decrease. Again staff will revisit project and personnel costs to meet a balanced budget.

Commissioner Hart indicated that by accepting this proposal from FGM Architects, all Commissioners are in agreement that a new pool will be built. Executive Director Salski indicated that if a new pool is not built in 2011, the concepts are available to the Park District to act upon at any time.

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to accept the proposal from FGM Architects, Inc. and authorize the Executive Director, on behalf of the Park District, to enter into an agreement with FGM Architects, Inc. for services related to development of a Master Plan at the Blair Park pool, not to exceed \$22,275.

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

E. Ordinance 2010-A

In 2003, the District issued \$600,000 in Alternate Revenue Source Bonds to refinance the original 2001 borrowing for the construction of the Driving Range. Each year, the District abates the tax levy and instead uses existing user fees from the Driving Range to make the debt service payment.

A motion was made by Commissioner Meierhoff and seconded by Commissioner Ehrhard to accept Ordinance 2010-A abating the taxes hereto levied for the year 2009 with respect to the driving range and recreation center addition projects.

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

F. Ordinance 2010-B

In 2004, the District issued \$1.4 million in Alternate Revenue Source bonds for the construction of an addition to the Recreation Center. The bonds were filed with Lake County and the tax levy is abated annually. Instead, user fees from recreation programs and the fitness center are used to make the debt service payment.

A motion was made by Commissioner Hart and seconded by Commissioner Douglass to accept Ordinance 2010-B abating the taxes hereto levied for the year 2009 with respect to the driving range and recreation center addition projects.



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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

G. Commissioner Resignation

Commissioner Meierhoff resigns after eleven years (121 meetings) of service to the Park District. Commissioner Meierhoff indicated that he leaves a strong Park District board and a very capable staff.

President Gronau thanked Commissioner Meierhoff for his service, his financial expertise, and indicated he will be missed.

According to the Board Policy, a vacancy shall be filled within 30-45 days. Commissioner Meierhoff's position will be filled until 2011. Interested candidates will fill out a formal application and will be interviewed at a Special Board Meeting.

H. Appointment of Treasurer

Due to the resignation of Jack Meierhoff, it is critical for the Board to appoint a Treasurer effective immediately due to the signing of the Debt Certificates and filing a required Treasurer's report. The Treasurer appointment is temporary until May 17, 2010 when the Park District holds its Annual Meeting.

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to appoint and ratify Commissioner Nickels as Lake Bluff Park District Treasurer until May 17, 2010.

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

I. Ordinance 2010-C

A motion was made by Commissioner Hart and seconded by Commissioner Meierhoff to approve Ordinance 2010-C providing for the issuance of debt certificates for the purpose of refunding certain outstanding obligations of the District and providing funds for the improvement of the District pool.

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

## 12. WRITTEN COMMUNICATIONS

### A. Department Reports

Reports supplied to all Commissioners.

Executive Director Salski mentioned the following:

Detention Basin: Final report was made available to Commissioners

Logo: Staff is working with Lake Forest High School to develop a Preschool/Early Childhood logo. Hopefully, the Park District can embark on a “new” logo in 2011.

Rob Foster mentioned the following:

Snow Removal: Responsibilities for snow removal are being shared by Parks, Golf and Building Maintenance Services. The new strategy is more efficient and is working well.

Mechanic: Busy repairing equipment and working on the beach cleaner.

Director Peterson mentioned the following:

Fitness Center: Attendance for 2009 was 55,344, which is amazing for a community that voted down the fitness center addition twice. The January promotion of 7 free days to date has 141 potential members. Andy Thurman will begin calling participants to gage their experience.

Plumbing Repairs: A mixing valve has been replaced overnight. This is an ongoing problem relating to sediment build-up and costs the District approximately \$2,000 per year. Commissioners Douglass and Hart would like more information at the February meeting.

Brochures: Staff is looking into the possibility of a separate Camp brochure for 2011. Staff is also directing more users to the website for brochure information with the hopes of cutting costs associated to the production and mailing of brochures.

### B. Community Comments / Suggestions

None

## 13. VERBAL COMMUNICATIONS

### A. Staff

None

### B. Executive Director

None

### C. Park Foundation

Commissioner Ehrhard reported that the Foundation is meeting monthly and is busy brainstorming fundraising opportunities.

### D. Parks, Recreation Programs & Facilities Committee

Commissioner Ehrhard recapped the January 11, 2010 meeting in regards to the Fitness Center and its policies. Guidelines are in place for cancellation of classes with low attendance.

### E. Tri-Advisory and Intergovernmental Committee

Executive Director Salski indicated a meeting should be held soon in order to brief the Village on the pool issues.

F. Administration and Finance Committee

None

G. Golf Committee

President Gronau stated that December revenue was almost \$2,500, which is an increase of 428% from December 2008. This also becomes the third highest December revenue over the past nine years.

Executive Director Salski mentioned that marketing dollars would be spent for web design. The new site should be ready by mid February and will allow for Park District maintenance, gift card purchases, and daily messages/updates.

H. President's Report

President Gronau mentioned that a replacement for Commissioner Meierhoff would need to be acted on quickly. The next election isn't for another 15 months.

**14. EXECUTIVE SESSION**

A motion was made by Commissioner Hart, and seconded by Commissioner Meierhoff 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:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

Executive Session began at 8:48 p.m.

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

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

**Ayes:** Commissioners Douglass, Ehrhard, Hart, McKendry, Meierhoff, President Gronau

**Nays:** None

**Abstain:** None

**Absent:** Nickels

Executive Session ended at 8:58 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 Ehrhard and seconded by Commissioner McKendry to adjourn the meeting at 8:58 p.m. The motion carried by unanimous vote.

Approved this 15 day of February 2010  
Board of Commissioners  
Lake Bluff Park District