

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR BOARD MEETING  
OCTOBER 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 Facilities and Recreation Services), Rob Foster (Director of Golf & Park Maintenance), Janice Schnobrich, Dennis Baker

**1. CALL TO ORDER:**

President Gronau called the meeting to order at 6:35 p.m.

**2. ROLL CALL:**

The following Commissioners were present when the roll was called:

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

**3. APPROVAL OF AGENDA:**

A motion was made by Commissioner Hart and seconded by Commissioner McKendry to approve the agenda of October 18, 2010 as presented.

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

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

**Nays:** None

**Abstain:** None

**Absent:** None

**4. STATEMENT OF VISITORS:**

None

**5. APPROVAL OF MINUTES: September 13 Committee of the Whole Meeting**

A motion was made by Commissioner Hart and seconded by Commissioner McKendry to approve the minutes of September 13, 2010 as amended.

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

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

**Nays:** None

**Abstain:** None

**Absent:** None

**6. APPROVAL OF MINUTES: September 20 Regular Board Meeting**

A motion was made by Commissioner Considine and seconded by Commissioner Douglass to approve the minutes of September 20, 2010 as presented.

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

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

**Nays:** None

**Abstain:** None

**Absent:** None

**7. CONSENT AGENDA / FINANCE**

A motion was made by Commissioner Considine and seconded by Commissioner Hart 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, Gronau

**Nays:** None

**Abstain:** None

**Absent:** None

**APPROVE INVOICE SCHEDULE: PERIOD ENDING OCTOBER 1 & 20, 2010**

A motion was made by Commissioner Hart and seconded by Commissioner Considine to approve the bills payable schedules for October 1 and October 20, 2010 in the following amounts.

GENERAL FUND	\$ 44,251.58
RECREATION FUND	\$ 22,279.66
SPECIAL RECREATION FUND	\$ 13,867.55
PADDLE TENNIS	\$ 11,329.51
GOLF COURSE FUND	\$ 36,902.20
SWIMMING POOL FUND	\$ 10,912.74
FITNESS CENTER FUND	\$ 7,778.57
FOR A TOTAL OF:	\$147,321.81

GENERAL FUND	\$ 11,476.74
RECREATION FUND	\$ 14,558.50
DEBT SERVICE	\$330,198.64
PADDLE TENNIS	\$ 3,303.18
GOLF COURSE FUND	\$ 7,895.01
SWIMMING POOL FUND	\$ 1,318.92
FITNESS CENTER FUND	\$ 5,423.71
MASTER PLAN/CAPITAL FUND	\$ 1,815.00
FOR A TOTAL OF:	\$375,989.70

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

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

**8. FINANCE**

A. Treasurer and Monthly Budget Summary Report

Executive Director Salski indicated the overall cash position as of September 30, is \$1,798,744.16. Overall monthly highlights are below:

- September's Net Income was \$896,566.
- Tax receipts arrived.
- Fitness Center Membership revenue was down for the month.
- Golf revenue was down for the month.
- Paddle revenue increased for the month.

A motion was made by Commissioner Hart and seconded by Commissioner Considine to accept the Treasurer's report as presented.

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

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

C. Purchase Cards – Ratification

A motion was made by Commissioner Considine and seconded by Commissioner Douglass to ratify the Purchase Card payment of \$23,351.25.

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

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

**9. OLD BUSINESS**

A. Fuel Storage Tank - Update

Executive Director Salski indicated that a remedial action plan has been submitted and is awaiting approval from the IL EPA. Work is scheduled for mid-November with the exception of the estimated \$5,400 for asphalt repairs to be completed in the spring of 2011.

**10. NEW BUSINESS**

A. Special Regular Board Meeting – November 1

Staff is requesting a meeting to approve an Ordinance providing for the issue of General Obligation Limited Tax Park Bonds not to exceed \$335,000 of the Lake Bluff Park District.

A motion was made by Commissioner Ehrhard and seconded by Commissioner Nickels to cancel the November 1, 2010 Committee of the Whole meeting at 6:00 p.m. and schedule a Special Regular Board meeting on November 1, 2010 at 6:30 p.m.

The motion carried by unanimous vote.

## B. Future Meetings

Staff continues to work on 2011 budgets. Budgets “A” and “B” are being prepared based on the outcome of the November 2, 2010 referendum.

Executive Director Salski and Commissioner Nickels request a meeting on Saturday, November 6, 2010 at 9:00 a.m. for discussion of the referendum outcome and the impacts to the budget process.

## **11. WRITTEN COMMUNICATIONS**

### A. Department Reports

Director Rob Foster mentioned the following:

- Seasonal layoffs have started and will be completed in November.
- Golf Maintenance expenses are estimated to be \$18,000 under budget YTD.
- Park Maintenance expenses are estimated to be \$19,000 under budget YTD.

Director Dave Peterson mentioned the following:

- Recreation Fund: YTD net income of \$212,000 compared to \$144,000 in 2009. The YTD program revenue is down 2% from 2009.
- Fitness Center: Operating revenues are 81% of 2010 budgeted revenue. Memberships are up 4%. Revenues are expected to reach \$417,700 exceeding the 2010 budget of \$397,400.
- Paddle: Revenue is currently at \$42,000 compared to \$34,000 in 2009. Memberships are up with approximately 115 compared to 85 in 2009.

Executive Director Salski mentioned the following:

- Knollwood Neighbors donated \$50 to the Park District for the purchase of tables and chairs.
- PARC Grant: Illinois Department of Natural Resources recently announced the Park and Recreational Facility Construction Grant Program (PARC). The program will provide grants to eligible local governments for park and recreation construction projects, including acquisition, development, construction, reconstruction, rehabilitation, improvement, architectural planning, and installation of capital facilities consisting of buildings, structures, and land for park or recreation purposes and open spaces and natural areas. There is no limit to the number of applications an agency may submit. Application deadline is 5:00 p.m. November 29, 2010.
- Staff is receiving proposals from two grant writers and pending the outcome of the election these may be presented.

Commissioner Nickels indicated the recent pool forums were a good service to provide the community. The taxing body has the facts and now understands why the Board approved the referendum.

### B. Community Comments

Commissioner Douglass asked if there was any progress to report from the Knollwood Neighbors organization in naming of the West School Park. Executive Director Salski will follow-up.

### C. Correspondence – Supplied to Commissioners

## **12. VERBAL COMMUNICATIONS**

A. Staff

Director Dave Peterson mentioned the following:

- Fitness Center Postcards: 12 people have signed up for the free one week trial and 3 have used the coupon for a free fitness class.
- Preschool curriculum night was successfully held.
- Paddle jamboree for juniors was successfully held.
- Andy Thurman (Facility and Wellness Services Manager) ran the Chicago marathon and had a personal best.

B. Executive Director

Executive Director Salski mentioned the following:

- A check was received from IPARKS for \$44,589.39. The issue is now resolved. Property and liability 2010 budget was \$60,000 of which only \$30,000 was paid as a premium to PDRMA. The fund is better than budget by \$74,000 for 2010.

C. Park Foundation (FLBPDF)

No candidates have applied for the two vacant seats on the Foundation board.

D. Administration & Finance Committee: No report.

E. Future Planning Committee: No report.

F. Golf Committee: No report.

G. Paddle Committee

The first woman's tournament is scheduled for Saturday afternoon October, 23 with 24 teams participating. Martha Peterson has done a remarkable job recruiting members and aiding in the season start up.

H. Parks, Recreation Programs & Facilities Committee: No report

I. Tri-Advisory & Intergovernmental Committee

Commissioner Considine attended the Village Strategic Planning Session with approximately 40 other community members. The Village's goal is to approve a plan at the November meeting. The last Strategic Planning session was held in 1924, the same year the ravines were given to the Park District.

J. President's Report: No report.

**13. EXECUTIVE SESSION**

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

- A. Discussion of the meetings lawfully closed under the 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).

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

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

**Nays:** None

**Abstain:** None

**Absent:** None

Executive Session began at 7:16 p.m.

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

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

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

**Nays:** None

**Abstain:** None

**Absent:** None

Executive Session ended at 7:20 p.m.

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

No action required.

**15. ADJOURNMENT**

There being no further business, a motion was made by Commissioner Ehrhard and seconded by Commissioner Considine to adjourn the meeting at 7:20 p.m. The motion carried by unanimous vote.

Approved this 15 day of November 2010

Board of Commissioners

Lake Bluff Park District