

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
NOVEMBER 21, 2011**

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, Frank Lorenz (Lorenz and Associates, Ltd.), Scott Puma (Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer P.C.)

1. CALL TO ORDER:

President Nickels 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, Gronau, Hart, President Nickels
Commissioner McKendry was absent with prior notice.

3. APPROVAL OF AGENDA:

A motion was made by Commissioner Considine and seconded by Commissioner Hart to approve the agenda of November 21, 2011 as amended: VII: Executive Session – Remove C from discussion.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

4. STATEMENT OF VISITORS: None

5. APPROVAL OF MINUTES: October 17 Regular Meeting

A motion was made by Commissioner Considine and seconded by Commissioner Gronau to approve the minutes of October 17, 2011 as presented.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

6. APPROVAL OF MINUTES: November 7 Committee of the Whole

A motion was made by Commissioner Gronau and seconded by Commissioner Douglass to approve the minutes of November 7, 2011 as presented.

On the roll call, the vote was as follows:

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

7. APPROVAL OF MINUTES: November 9 Facilities & Programs Committee

A motion was made by Commissioner Ehrhard and seconded by Commissioner Gronau to approve the minutes of November 9, 2011 as presented.

On the roll call, the vote was as follows:

Ayes: Ehrhard, Gronau
Nays: None
Abstain: None
Absent: None

8. CONSENT AGENDA

Approve Invoice Schedule: Period Ending November 1 & 21, 2011

A motion was made by Commissioner Hart and seconded by Commissioner Gronau to approve the bills payable schedule for November 1 & 21 in the following amounts.

On the roll call, the vote was as follows:

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

| | |
|--------------------------|--------------|
| GENERAL FUND | \$ 15,646.09 |
| RECREATION FUND | \$ 15,389.20 |
| LIABILITY INSURANCE FUND | \$ 1,104.32 |
| SPECIAL RECREATION FUND | \$ 300.00 |
| PADDLE TENNIS | \$ 2,070.86 |
| GOLF COURSE FUND | \$ 11,956.74 |
| SWIMMING POOL | \$ 37,481.48 |
| FITNESS CENTER | \$ 3,228.68 |
| FOR A TOTAL OF: | \$ 87,177.37 |

| | |
|----------------------------|--------------|
| GENERAL FUND | \$ 34,509.00 |
| RECREATION FUND | \$ 36,230.47 |
| LIABILITY INSURANCE FUND | \$ 11,682.00 |
| PADDLE TENNIS | \$ 4,708.73 |
| GOLF COURSE FUND | \$ 20,123.72 |
| SWIMMING POOL | \$ 1,760.00 |
| FITNESS CENTER | \$ 2,747.19 |
| MASTER PLAN / CAPITAL PLAN | \$ 34,584.00 |
| FOR A TOTAL OF: | \$146,345.11 |

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

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

9. FINANCE

A. October Treasurer Report

Executive Director Salski indicated the overall cash balance as of October 31 was \$1,848,043.39. As of November 15, the Park District has \$1,794,082.08 in cash.

Dave Peterson mentioned the following:

- Recreation fund profit is up slightly from last year.
- Fitness Fund membership revenues are up 1.1% from last year.
- Paddle Tennis revenues are on pace to exceed budget.

Rob Foster indicated the year –end Parks Maintenance expenses are projected to be approximately \$12,000 under budget while the Golf Maintenance expenses are projected to be \$14,500 under budget.

Executive Director Ron Salski indicated the Golf revenues sine June are \$610,682. This is the first time in club history that revenues from June through October exceeded \$600,000 and revenues generated during these months exceed the ten-year average by \$42,932.

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

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

B. Purchase Cards – Ratification

A motion was made by Commissioner Hart and seconded by Commissioner Considine to ratify the Purchase Card payment of \$24,143.24.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

10. NEW BUSINESS / ACTION ITEMS

A. 2011 Tax Levy:

Annually, the Lake Bluff Park District issues a tax levy that must be filed in December. In the past, the Board agreed to increase the tax levy by the consumer price index. At the November 7, 2011 Committee of the Whole meeting the Board agreed to have Executive Director Salski and Finance, Administration & Future Planning Committee Chair, Kevin Considine review the 2012 Proposed Budget and make a recommendation to the Board.

A motion was made by Commissioner Considine and seconded by Commissioner Hart to approve the 2011 tax levy with no rate increase and no growth over the 2010 tax levy in the amount of \$2,428,964.18.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

B. Ordinance 2011-L: Declaration of Surplus Personal Property & Authorization for Disposal.

Pursuant to 70 ILCS 1205/8-22, the Lake Bluff Park District disposes of property it deems to be of no use to the Agency.

A motion was made by Commissioner Considine and seconded by Commissioner Gronau to approve Ordinance 2011-L: Declaration of Surplus Personal Property and Authorization for Sale or Disposal.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

C. NSSRA – Articles of Agreement – Amended and Restated

On May 12, 2011, the Board approved Resolution 2011-D: resolution to ratify and restate the Articles of Incorporation. After Board approval, member agencies of NSSRA requested updating the language and eliminating redundant statements. The Article of Agreement also added language for the sale or other transfer of real property in Article V.

A motion was made by Commissioner Hart and seconded by Commissioner Douglass to amend the Article of Agreement approved at the May 12, 2011 Regular Board meeting and approve Resolution No. 2011-H resolution to ratify amended and restated Articles of

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: McKendry

D. 2012 Regular and Committee of the Whole Board Meeting Schedule - Preliminary:

Staff is requesting direction with the 2012 Regular Board meeting dates. Anticipated approval in December as required by Park District code.

11. WRITTEN COMMUNICATIONS

A. Community Comments

Supplied to Commissioners

B. Correspondence

Supplied to Commissioners

12. VERBAL COMMUNICATIONS

A. Staff:

Dave Peterson reported the following:

- Paddle Hut has a timer for the entrance light which will stay on all night. In addition, the court lights will soon have a “5 minute warning” signal before shut off.
- Fitness Center has been experiencing water pressure problems which have now been identified.

Rob Foster reported the following:

- Underground storage tank area has been asphalted and is complete.

B. Executive Director Report: None

C. Finance, Administration & Future Planning Board:

Commissioner Considine mentioned the auditor interviews held today with 4 firms. A recommendation will be made to the Board in December.

D. Facilities & Programs Board Committee: None

E. Aquatic Facility Board Advisory Committee:

Commissioner Douglass reminded the community of the Aquatic Facility presentations to be held November 30, 2011 at 7:00 p.m.

F. Sunrise Park & Beach Citizen Advisory Committee:

Executive Director Salski indicated the committee is reviewing the survey results and will prepare an update to the Board.

G: 20 Year Capital Plan Citizen Task Force:
Commissioner Douglass indicated the task force met this week and interviewed a Facility Assessment firm to aid in the long term planning process.

H: Friends of the Lake Bluff Park District Foundation (FLBPDF):
Executive Director Salski indicated the Foundation is in the process of working towards a Strategic Plan. The Foundation is creating an interview process for new Foundation members. Two positions are currently open.

I. Commissioner Comments:
Commissioner Ehrhard mentioned the “buzz” of the Aquatic Facility presentations.

J. President’s Report
President Nickels thanked the Commissioners and Staff for really getting after some of the key objectives in 2011. He outlined the following as examples: Aquatic Facility study, Beach survey, and the Incode financial software.

13. EXECUTIVE SESSION

A motion was made by Commissioner Considine, and seconded by Commissioner Gronau 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).
- B. The setting of a price for sale or lease of property owned by the public body, pursuant to Section 2 (c) (6) of the Open Meetings Act.

On the roll call, the vote was as follows:

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

Executive Session began at 7:25 p.m.

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

On the roll call, the vote was as follows:

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

Executive Session ended at 8:06 p.m.

14. ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION: None

15. ADJOURNMENT

There being no further business, a motion was made by Commissioner Gronau and seconded by Commissioner Considine to adjourn the meeting at 8:07 p.m. The motion carried by unanimous vote.

Approved this 12th day of December 2011
Board of Commissioners
Lake Bluff Park District