

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
JULY 15, 2013**

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

The meeting was called to order at 6:30 p.m. by President Considine.

The following Commissioners were present when the roll was called: R. Douglass, B. Gordon, K. Gronau, R. Wallace, and President K. Considine.

Commissioners S. Ehrhard and K. McKendry were absent with prior notice.

Staff members present were Ron Salski, Executive Director; Jim Lakeman, Superintendent of Recreation, Safety, and Outreach Services; Ed Heiser, Superintendent of Facility Services & Head Golf Professional; and Rob Foster, Superintendent of Golf & Parks Maintenance.

Also present were residents Janice Schnobrich and P. Clifford Miller.

Approval of Agenda

President Considine deleted *Item B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(c)(1) of the Open Meetings Act*, under Section VII. Executive Session.

Commissioner Douglass moved, seconded by Commissioner Gronau, to approve the July 15, 2013 Agenda as amended.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

Statement of Visitors - None

Approve Minutes of June 17, 2013 Regular Board Meeting

Commissioner Gronau moved, seconded by Commissioner Wallace, to approve the Minutes of the June 17, 2013 Regular Board Meeting.

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On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

CONSENT AGENDA

Approve Invoice Schedule for the period ending July 1, 2013

Approve Invoice Schedule for the period ending July 15, 2013

Commissioner Wallace moved, seconded by Commissioner Douglass, to accept the items on the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

Commissioner Gordon moved, seconded by Commissioner Wallace, to approve the items on the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

FINANCE

June – Monthly Financial Report

Director Salski reported that June's beginning Pooled Cash was \$975,940.14. As of June 30, 2013, the total liabilities, equity and surplus (Pooled Cash) was \$2,064,978.89.

Year to Date, the District ended \$433,258.00 favorable as compared to budget. The main reason is the \$344,122.00 in the Master Fund Capital. The Social Security Fund and IMRF Fund are both unfavorable. He reviewed the other funds.

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Superintendents Heiser and Foster presented information on the maintenance, golf, recreation, and health and fitness funds.

Commissioner Gordon moved, seconded by Commissioner Wallace, to accept the June, 2013 Financial Report.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

Purchase Cards – Ratification

Director Salski reported that June 2013 purchases were \$47,182.00 versus June 2012 purchases which were \$41,370.00.

Commissioner Gronau moved, seconded by Commissioner Douglass, to ratify the Purchase Card payment of \$47,182.00.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

NEW BUSINESS/ACTION ITEMS

Sunrise Park and Beach – Vegetative Management Manual - Presentation

Director Salski advised that the Park District has retained P. Clifford Miller to develop a Vegetative Management Manual. Mr. Miller is the most knowledgeable professional about the Bluff and, in the past, was a Park District Consultant for an extremely successful extensive bluff construction project.

Mr. Miller explained that the Vegetative Management Manual is intended to provide the technical support and act as a resource for the implementation of the restoration work outlined in the report. The primary goal of the vegetative management on the bluff is to protect and restore the mesic forest throughout the central core by improving the quality and diversity of the native vegetation, while maintaining the meadows framing the forest on the north and south, and the transition zones between the two.

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Mr. Miller spoke about costs and what should be done during years 1, 2 and 3. He said it would be a good idea to break down the bluff into A, B & C areas and get some solid dollar amounts from contractors. He felt the north and south meadows would be the high impact zones.

Commissioners discussed how much the District can afford to spend this year and what area should be restored first. They all thought that it was important to begin restoration in the fall so residents can see the impact of something being done, and felt a good amount to start at would be \$25,000.00.

Sunrise Park and Beach – Bluff Plan – Mission Statement & Guidelines

Director Salski explained that the Sunrise Park and Beach Citizen Advisory Committee developed a Bluff Mission Statement and Guidelines and recommended the Board adopt them. These will provide direction for future staff and boards and clearly outline a plan for the community.

Commissioner Douglass moved, seconded by Commissioner Gordon, to adopt the Bluff Plan Mission Statement and Guidelines.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

Sunrise Park and Beach – Vegetative Management Manual

Director Salski stated that staff has evaluated and recommends adopting the Vegetative Management Manual. If approved, staff will analyze the 2013 Budget and recommend limited action steps from the Manual beginning in the Fall of 2013.

Commissioner Gronau moved, seconded by Commissioner Douglass, to adopt the Vegetative Management Manual for Sunrise Park and Beach.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

Mr. Miller exited the meeting at 7:35 p.m.

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Sealcoat, Crackfill and Traffic Paint Project – Bid Results

Superintendent Foster explained that only one bid was received for the sealcoat, crackfill and traffic paint project, and staff recommends rejecting the bid, which came in much higher than the amount budgeted, and rebid.

Commissioner Gordon moved, seconded by Commissioner Douglass, to reject the bid from DMI Seal Coating, in the amount of \$50,691.00, and rebid the project.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

August 5, 2013 Committee of the Whole Meeting

Director Salski suggested cancelling the meeting due to lack of agenda items, and all Commissioners present were in agreement.

WRITTEN COMMUNICATIONS

Community Comments/Correspondence

Written information was provided to Commissioners and placed on file by Director Salski.

VERBAL COMMUNICATIONS

Staff: Superintendent Lakeman provided information on camps, Sunrise Beach attendance and said there was an increase in attendance at the Sailing Program and pool. He said he provided information to residents on how to live with wildlife since there is an increase in mink in the area.

Superintendent Foster reported that the skate park repairs should be completed by July 19th, and new trucks will be delivered by July 26th.

Superintendent Heiser listed recent golf events, and gave information on the Fitness Center and Paddle Team.

Executive Director Report: Director Salski commented that the Foundation has been doing an amazing job to raise money in connection with the Block Party/Bike Race. He reported that staff is going out to bid for a new concession company at the golf course for next year, and it will be a contractual arrangement. All Commissioners present were in favor of proceeding with the bid.

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Director Salski said that District recently went through a Standard and Poors evaluation and received a rating of AA+. Regarding the Escrow Agreement in connection with Issue of General Obligation Limited Tax Park Bonds, Director Salski said there were two options regarding refunding - \$470,000 to \$500,000 for Phase I and refund would be four years and then three, three and three; second option would be to collect more up front at three years and then four and four. Commissions present were all in agreement that more dollars up front would be a good idea, because of the matching grant, especially since there is no difference of pricing.

Finance, Administration and Future Planning Committee: Commissioner Douglass reported that the Committee met and reviewed the Capital Plan. Meetings, in retreat forum, will be set up in the near future to discuss the Capital Plan further.

EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner Gronau, to adjourn into Executive Session, at 8:26 p.m., for the purpose of 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:

AYE: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. McKendry

Motion carried.

The regular meeting reconvened at 8:28 p.m. with the following persons present: R. Douglass, B. Gordon, K. Gronau, R. Wallace, K. Considine, R. Salski, and M. Jendreas.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION - None

ADJOURNMENT

There being no further business, motion was made by Commissioner Gordon, seconded by Commissioner Wallace, to adjourn the meeting at 8:29 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Kevin Considine, President Ron Salski, Secretary Marcia Jendreas, Recording Secretary

Approved this 19th day of August 2013
Board of Commissioners
Lake Bluff Park District