

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
MAY 20, 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, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, and President K. Considine.

Commissioner R. Wallace was absent.

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, Randy Pickell, and Tom Zarse; and Eric Anderson, Bond Advisor.

Approval of Agenda

President Considine removed Item A. Lake Bluff Middle School – Project Citizen – Student Presentation from V. Old Business. He added new Item A. *April Financial Report*.

Commissioner Ehrhard moved, seconded by Commissioner Gronau, to approve the May 20, 2013 Agenda as amended.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

PUBLIC HEARING

A Public Hearing concerning the intent of the Board of Park Commissioners to sell \$3,900,000 General Obligation Limited Tax Park Bonds

Regular Board Meeting of May 20, 2013

President Considine opened the Public Hearing at 6:32 p.m. to receive public comments on the proposal to sell \$3,900,000 General Obligation Limited Tax Park Bonds for the building, maintenance, improvement and protection of the existing land and facilities of the District; to provide the revenue source to pay certain existing obligations of the District, and for the payment of the expenses incident thereto. All persons desiring to be heard will have the opportunity to present written or oral testimony at this time.

Executive Director Salski stated that President Considine, Treasurer Wallace, and himself, met with the Lake Forest Bank and Trust and Northern Trust Bank and requested options to allow the Park District to pay off their loans without penalties. Director Salski introduced Eric Anderson, the Park District's Bond Advisor, and asked him to provide more detailed information about this matter. He also noted that he received last minute information from Lake Forest Bank and Trust about a change in their proposal from \$500,000 to \$300,000, so any information provided by Mr. Anderson tonight will have to be adjusted to reflect this change.

Mr. Anderson gave a presentation on debt review and refunding. He stressed the fact that debt has to be structured carefully to avoid future debt limit problems. A typical approach is to issue bonds for new capital projects every three to four years, allowing for the recapture of bonding authority. He spoke about the District's current debt from 1999 and 2004 which is considered for refunding, and explained the debt limits.

Mr. Anderson explained that in late 2017 or early 2018, the District would refund the balance of the new debt and consume the Debt Service Extension base in levy years 2017 and thereafter. Dependent on several factors at that time, the District could structure the 2017 Bond to also produce new funds for considered capital projects. There are also other debt service options. A draft timetable is as follows:

May/June, 2013

Determine sale methodology, produce offering documents, conduct due diligence

June 17, 2013

Consideration of Bond Ordinance

July 15 +/- 5 days

Bond closing

After a short discussion, Commissioners were in favor of calling a Special Finance Meeting to discuss this proposal further, with the latest changes and updates included. The Board will then vote on signatories at the Regular Board Meeting of June 17, 2013.

President Considine asked if there were any additional comments from Park Commissioners, and there were none.

President Considine asked if any written testimony was received and Director Salski said there was none.

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President Considine asked if there were any public comments. Tom Zarse, 500 Sunrise Avenue, Lake Bluff, Illinois, asked what could be done about avoiding the penalty with the Lake Forest Bank and Trust, and also questioned whether the District could refinance with both bonds and the public market. Mr. Anderson said he will review the possibilities further after he has the new figures.

President Considine announced that all persons desiring to be heard have been given the opportunity.

Motion to adjourn the Public Hearing was made by Commissioner Ehrhard, and seconded by Commissioner Gordon.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Public Hearing adjourned at 7:25 p.m.

Statement of Visitors

Resident Tom Zarse gave his comments about the importance of getting the kiddie pool back into operation.

Approval of Minutes of April 15, 2013 Regular Board Meeting

Commissioner Gronau moved, seconded by Commissioner McKendry, to approve the Minutes of the April 15, 2013 Regular Board Meeting, as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Approval of Minutes of May 6, 2013 Joint Special Meeting

Commissioner Gordon moved, seconded by Commissioner Gronau, to approve the Minutes of the May 6, 2013 Joint Special Meeting, as presented.

On the roll call, the vote was as follows:

Regular Board Meeting of May 20, 2013

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

CONSENT AGENDA

Approve Invoice Schedule for the period ending May 1, 2013

Approve Invoice Schedule for the period ending May 20, 2013

Commissioner Gronau moved, seconded by Commissioner Gordon, to accept the items on the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Commissioner Gronau moved, seconded by Commissioner McKendry, to approve the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

OLD BUSINESS

April – Monthly Financial

Director Salski reported that April's beginning Pooled Cash was \$703,439.55. As of April 30, 2013, the total liabilities, equity and surplus (Pooled Cash) was \$897,638.78.

Year to Date, the District ended \$307,262.90 favorable as compared to budget. The Social Security Fund and IMRF Fund are both unfavorable. He reviewed the other funds.

Regular Board Meeting of May 20, 2013

Staff members Ed Heiser and Rob Foster presented their reports on golf, fitness, vehicle, and aquatics maintenance. They also gave a brief review of their fund activity. Superintendent Heiser reported that paddle tennis had a \$17,000 loss, and golf passes are \$5,000 short of budget.

The April Financials will be placed on the June 17, 2013 Board Meeting Agenda for approval.

UNFINISHED OR CONTINUING BUSINESS

Business of the 2012-2013 Board

President Considine stated that as President of the Lake Bluff Park District Board of Park Commissioners, he hereby declared the 2012-2013 Board complete.

NEW BUSINESS/ACTION ITEMS

Administer Oath of Office to Newly Elected Board Members

Director Salski administered the Oath of Office to newly elected Board Members: Rob Douglass, Brock Gordon, Kurt Gronau, and Kauri McKendry. Their terms will run to 2017.

Call To Order of the 2013-2014 Board

Director Salski stated that as Secretary to the Board, he declared the first meeting of the 2013-2014 Board now called to order.

Attendance Roll Call

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Election of President

Director Salski said that officially, the Park District Code requires the President and Vice President to be elected annually; however, Board Policy states the Board would allow the President and Vice President to remain for two years. He asked for a motion.

Commissioner Gronau moved, seconded by Commissioner Douglass, that Kevin Considine be cast for the President of the Board from 2013-2014.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

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ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Election of Vice President

President Considine requested a motion for Vice President.

President Considine moved, seconded by Commissioner McKendry, to cast Rob Douglass for the Vice President of the Board from 2013-2014.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Park District Advisory Appointments

President Considine offered appointments for the following advisory positions for the 2013-2014 Board Year:

Legal Counsel – Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Treasurer – Bob Wallace

Secretary to the Board – Ron Salski

Alternate Secretary to the Board – Ed Heiser

NSSRA & ADA Representative – Ron Salski

Alternate NSSRA & ADA Representative – Jim Lakeman

Commissioner McKendry moved, seconded by Commissioner Gordon, that the aforementioned appointments be accepted and ratified for the 2013-2014 year. Motion passed by unanimous voice vote.

Equipment Loan – Lake Forest Bank and Trust – \$135,000.00

Director Salski explained that the Board approved multiple capital purchases over the past two months as follows: park trucks (2), golf maintenance equipment, and golf cart batteries. He said Lake Forest Bank and Trust provided four and five year agreements and Treasurer Wallace and staff recommended a four year agreement.

Commissioner Ehrhard moved, seconded by Commissioner Gronau, to authorize the Executive Director to enter into a four year agreement with Lake Forest Bank and Trust for a principal amount of \$135,000 and interest of \$15,750.35.

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On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Agreement – Scout Aquatics – Approval

Director Salski stated that Scout Aquatic Swim Club and the Park District have agreed to practice times and dates. The hourly rental rate is \$84.00 for morning practices and \$99.00 for night practices. He said that there has been a high demand for night time swimming.

Commissioner Ehrhard moved, seconded by Commissioner McKendry, to accept the Scout Aquatic Swim Club Agreement for the 2013 summer season.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

Resolution 2013-B – OSLAD Grant

Director Salski explained that the Sunrise Park and Beach Improvements project is contingent on securing funding through the IDNR/OSLAD Grant Program. If the Park District is awarded a matching grant, it is important to move forward with the project in order to be considered for future grants. Typically, the Park District must complete the project within two years, and it is part of the grant submittal process to pass a resolution certifying that 100% of the funds necessary to complete the local portion of the project are available.

Commissioner Gronau moved, seconded by Commissioner Ehrhard, to approve Resolution of Authorization for the Sunrise Park and Beach Improvements OSLAD Grant Project, Resolution 2013-B.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

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Paddle Tennis Membership Fees – 2013-2014 Season

Superintendent Heiser reviewed the rates for Paddle Tennis membership for both residents and non-residents. He advised that it is the recommendation of the Facilities and Programs Committee, and staff, to increase fees for the 2013-2014 season by 5%. This would increase revenues approximately \$3,000 from the previous season.

Commissioner McKendry stated that she would like to have a discussion, in the future, about resident and non-resident rates. Director Salski said that this could be done during the fall budget meetings and would go into effect for the 2014-2015 budget year. Superintendent Heiser noted that there could also be a discussion about expansion of the courts at that time.

Commissioner Douglass moved, seconded by Commissioner Gronau, to approve a 5% fee increase, across the board, for the Lake Bluff Paddle Tennis Club.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

WRITTEN COMMUNICATIONS

Community Comments/Correspondence

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

VERBAL COMMUNICATIONS

Staff: Superintendent Foster reported that approximately 27 truckloads of sand will be delivered from Waukegan next week, and he purchased two greens rollers at auction. He said the golf cart batteries have been installed and the Park District will see a small rebate on the old batteries, because they did not last the warranted four year life. He commented that refurbishing of the pool furniture is taking longer than expected and will probably be a summer-long project. Also, staff will be going out to bid for a new mower and sealcoating of the parking lot.

Superintendent Heiser reported that golf rounds are down (1,355 rounds as compared to 2,500 in some previous years) because of cold wet weather conditions. He advised that the Golf Club building experienced some flooding and a claim has been filed with PDRMA. Staff will be going out to bid in the near future for a fourth court Paddle Tennis Project, which is expected to be paid for by fundraisers organized by users.

Executive Director Report

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Director Salski advised that there is temporary signage at Sunrise Beach right now and staff is working to find a vendor for a permanent sign. Regarding the skate park, he said that no donations have been received and the Village of Lake Bluff and City of Lake Forest have no interest in donating to the cause. He said staff believes some aspect of the park should remain opened and they will try to make some repairs with minimal funds. The deadline for opening will be changed to June 30th.

Finance, Administration and Future Planning Committee – No recent meeting
Facilities and Programs Board Committee – No recent meeting.
Beach and Parks Board Committee – No recent meeting.

Sunrise Park and Beach Advisory Committee – President Considine said that an open house for the public was held on May 15th to display two different project concepts. Approximately 50 people attended and Michelle Kelly, from Upland Design, will incorporate public comment into the final concept and present it to the Board at the Regular Meeting of June 17th, for final approval and submission for an OSLAD Grant.

Friends of Lake Bluff Parks – Commissioner Ehrhard said that the Tour of the Parks event will be held from 9:00 to 11:00 a.m. on June 1, 2013. She said the Committee members requested all Commissioners be at the various parks to greet residents.

Commissioner Comments – None.

President's Report – President Considine thanked Commissioners for a great year, and also for supporting his reappointment as President.

EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner Gronau, to adjourn into Executive Session, at 8:42 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); and discussion of 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:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: R. Wallace

Motion carried.

The regular meeting reconvened at 8:47 p.m. with the following persons present: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine, R. Salski, and M. Jendreas.

Regular Board Meeting of May 20, 2013

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

ADJOURNMENT

There being no further business, motion was made by Commissioner Ehrhard, seconded by Commissioner Gronau, to adjourn the meeting at 8:47 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Kevin Considine, President

Ron Salski, Secretary

Approved this 17th day of June 2013
Board of Commissioners
Lake Bluff Park District

Marcia Jendreas, Recording Secretary