

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

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

Also present were residents Janice Schnobrich, and David and Patsy Ritter.

Approval of Agenda

Commissioner Ehrhard moved, seconded by Commissioner Douglass, to approve the April 15, 2013 Agenda as submitted.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Statement of Visitors

Ms. Schnobrich thanked the members of the 20 Year Capital Plan Citizen Task Force for their hard work on the report, and thanked the Board for approving it. She requested a copy of the report.

Approval of Minutes of March 18, 2013 Public Hearing

Commissioner McKendry moved, seconded by Commissioner Wallace, to approve the Minutes of the Public Hearing of March 18, 2013, as presented.

Regular Board Meeting of April 15, 2013

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approval of Minutes of March 18, 2013 Regular Board Meeting

Commissioner Wallace moved, seconded by Commissioner McKendry, to approve the Minutes of the Regular Board Meeting of March 18, 2013, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

CONSENT AGENDA

Approve Invoice Schedule for the period ending April 11, 2013

Approve Invoice Schedule for the period ending April 15, 2013

Commissioner Gronau moved, seconded by Commissioner Wallace, 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, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Commissioner Gordon 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, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

FINANCE

March – Monthly Financial

Director Salski reported that February's beginning Pooled Cash was \$767,572.81. As of February, the total liabilities, equity and surplus (Pooled Cash) was \$703,439.55.

First Quarter has ended \$30,803.93 favorable as compared to budget. The Social Security Fund and IMRF Fund are both unfavorable. He reviewed the other funds.

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 ball, which is operating at a loss, is winding down and a new season will begin on September 1st. Golf passes are down, possibly due to the weather.

Commissioner Wallace moved, seconded by Commissioner McKendry, to accept the Treasurer's Report as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Purchase Cards – Ratification

Commissioner Gronau moved, seconded by Commissioner Gordon, to ratify the Purchase Card payment of \$26,604.37.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

NEW BUSINESS/ACTION ITEMS

Sunrise Park & Beach - Signage

Regular Board Meeting of April 15, 2013

Director Salski explained that Mr. and Mrs. Ritter were present tonight to give some further suggestions on signage. He said that any feedback is welcome and will be taken back to the Sub-Committee. Staff would like to have everything in place before the July 4th cutoff date.

Mrs. Ritter explained that the signage is not quite ready for final approval because they are still in the discussion stages and fine tuning has to be done. She asked Commissioners for their comments and suggestions. Commissioners were concerned about difference of weathering of the two sections of the sign if the lower part is removed for the winter. They also suggested having a landscaping plan in place, and drawing the sign to scale, perhaps with a person standing next to it.

Director Salski said that at the April 29th Board Meeting, there will be two preliminary concepts which will show a landscape plan.

Ms. Schnobrich exited the meeting at 7:20 p.m.

Mr. and Mrs. Ritter exited the meeting at 7:21 p.m.

Strategic Plan – 1st Quarter - Update

Director Salski explained that the Strategic Plan was adopted in 2011 and there will be regular reporting of the Plan's progress. The Board should also review the Strategic Plan progress on a quarterly basis. He gave a brief update and said the Plan would be posted on the Park District's website.

Lake Forest Swim Club Agreement - Approval

Director Salski stated that Lake Forest Swim Club and Lake Bluff Park District have agreed to practice times and dates, with an hourly rental rate of \$67.00 an hour for morning practices, and an appropriate agreement has been drafted.

Commissioner Gronau moved, seconded by Commissioner Wallace, to accept the Lake Forest 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, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Lake Bluff Golf Club – Golf Cart Batteries - Purchase

Superintendent Heiser explained that staff had hoped to get a fifth-year of battery life from the electric golf cart batteries; however, after opening the course and using the carts this year, there have been numerous battery failures.

Regular Board Meeting of April 15, 2013

Superintendent Foster explained that retesting was done on the batteries and results were drastically different from the results obtained last fall. He said if a purchase is not made immediately, revenues and guest services experiences will be significantly impacted.

Director Salski said that this purchase will need to be financed utilizing a loan or debt certificate option, so staff is working with the Lake Forest Bank and Trust to determine the best options.

Commissioner Gronau moved, seconded by Commissioner Wallace, to approve an emergency purchase, delivery, installation and removal of 240 12-volt batteries into the current fleet of sixty golf carts, for a total expenditure for this purchase not to exceed \$46,000.00.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Committee of the Whole – May 6th - Cancelled

Director Salski said that staff does not have agenda items to discuss for the May 6th Committee of the Whole Meeting, as many items are being discussed in Committee. In addition, Special Meetings have been scheduled for three consecutive Mondays in April at which most topics will be addressed.

Commissioner Ehrhard moved, seconded by Commissioner McKendry, to approve the cancellation of the Committee of the Whole Meeting on May 6th at 6:30 p.m. The motion carried by unanimous voice vote.

Special Meetings – April 22nd and 29th - Schedule

Director Salski explained that in order to meet a June 1st OSLAD Grant submittal deadline, two Special Board Meetings are being requested. The April 22nd meeting will focus on building and programs, and the April 29th meeting will be a joint meeting with the Sunrise Park and Beach Advisory Committee reviewing two preliminary concepts before distributing them to the community on May 15th.

Commissioner Douglass moved, seconded by Commissioner Gordon, to authorize publishing Special Meetings on April 22nd and 29th, at 6:30 p.m. The motion carried by unanimous voice vote.

WRITTEN COMMUNICATIONS

Community Comments/Correspondence

Regular Board Meeting of April 15, 2013

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

VERBAL COMMUNICATIONS

Staff: Superintendent Heiser said that golf officially opened on April 5th, Paddle Tennis season is wrapping up, and tennis season is starting. He advised that the Fitness Center is starting a new program called “I Will” which attacksthree levels of fitness: eating, exercising, and healthy decisions.

Superintendent Foster reported that the Golf Course survived the winter, and there was no turf loss due to snow mold or ice damage. He said that new burners were found for the Fitness Center dryer and it is working great.

Executive Director Report

Director Salski advised that the Park District closed on the 718 Mountain Avenue property and collected \$199,000.00. The revenue will be placed in the Capital Fund – Land Purchase, and a resolution, explaining how the monies will be used, will be drafted for the May Meeting.

Finance, Administration and Future Planning Committee – No recent meeting

Facilities and Programs Board Committee – Commissioner Gronau said the Committee discussed replacement batteries for the golf carts, and the idea of a fourth Paddle Ball court. The price of the court needs to be determined, as well as the incremental maintenance fee.

Commissioner Gronau advised that the pool chairs are in bad shape. After reviewing the costs of buying new chairs, having them re-strapped and repainted, or re-strapping in-house, it was most cost effective to re-strap in-house at a total cost of \$8,000 to \$9,000. All Commissioners were in favor of going forward with the re-strapping.

Beach and Parks Committee – Commissioner McKendry advised that the Committee discussed signage. The request for a lifeguard at the dog beach was not recommended by Committee members, and Director Salski said he would inform the family who requested it.

20 Year Capital Plan Citizen Task Force – No recent meeting

Friends of Lake Bluff Parks – Commissioner Erhardt said the Committee is working hard on the Block Party to be held July 20, 2013, and the Tour of the Parks from 9:00 to 11:00 a.m. on June 1, 2013.

Sunrise Park and Beach Advisory Committee – No recent meeting

Commissioner Comments - None

President’s Report

Regular Board Meeting of April 15, 2013

President Considine said that there is a lot going on, and it has been proposed that the State of the Park District Address, originally scheduled for the middle of May, be moved to the fall. All Commissioners were in favor of postponing the event.

EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner McKendry, to adjourn into Executive Session, at 8:28 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, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

The regular meeting reconvened at 8:30 p.m. with the following persons present: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, 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 Gronau, seconded by Commissioner McKendry, to adjourn the meeting at 8:30 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Kevin Considine, President

Ron Salski, Secretary

Marcia Jendreas, Recording Secretary

Approved this 29th day of April 2013
Board of Commissioners
Lake Bluff Park District