

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR BOARD MEETING  
APRIL 21, 2014**

The Regular 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.

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 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; Rob Foster, Superintendent of Golf, Park and Facility Maintenance; and Sarah Bagley, HR Manager.

Citizen present was Janice Schnobrich.

**Approval of Agenda**

Commissioner Ehrhard moved, seconded by Commissioner Douglass, to approve the April 21, 2014 Agenda as submitted.

**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.**

**Statement of Visitors - None**

**Approve Minutes of March 17, 2014 Regular Board Meeting**

Commissioner Gordon moved, seconded by Commissioner Gronau, to approve the Minutes of the March 17, 2014 Regular Board Meeting, as submitted.

**Regular Board Meeting of April 21, 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.**

**Approve Minutes of April 7, 2014 Committee of the Whole Meeting**

Commissioner Douglass moved, seconded by Commissioner Gordon, to approve the Minutes of the April 7, 2014 Committee of the Whole Meeting, as submitted.

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

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

**NAY:** None

**ABSTAIN:** S. Ehrhard

**ABSENT:** R. Wallace

**Motion carried.**

**Approve Minutes of April 11, 2014 Special Meeting**

Commissioner Ehrhard moved, seconded by Commissioner Gronau, to approve the Minutes of the April 11, 2014 Special Meeting, as submitted.

**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.**

**CONSENT AGENDA**

**Approve Invoice Schedule for the period ending April 1, 2014**

**Approve Invoice Schedule for the period ending March 21, 2014**

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

## **Regular Board Meeting of April 21, 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.**

Commissioner Gronau moved, seconded by Commissioner McKendry, to approve 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.**

## **FINANCE**

### **March 2014 and Year to Date Financials**

Director Salski reported that the March beginning Pooled Cash was \$1,726,046.30. As of March 31, 2014, the total liabilities, equity and surplus (Pooled Cash) was \$1,757,516.12.

MTD variance was favorable \$45,971.00. The major contributor was the Recreation Fund being favorable \$39,338.00. MTD Revenues were unfavorable \$8,966.00, as compared to budget, bringing the YTD total to a favorable \$2,443.34. MTD expenses were favorable \$54,937.00, bringing the YTD total to a favorable \$102,794.00. He reviewed the other funds.

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

Commissioner Gordon moved, seconded by Commissioner McKendry, to accept the March, 2014 Financial Report.

### **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.**

## **Regular Board Meeting of April 21, 2014**

### **Purchase Cards – Ratification**

Director Salski reported that March 2014 purchases were \$33,707.03 versus March 2013 purchases which were \$26,604.37.

Commissioner McKendry moved, seconded by Commissioner Gronau, 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, K. Considine

**NAY:** None

**ABSTAIN:** None

**ABSENT:** R. Wallace

**Motion carried.**

### **NEW/OLD BUSINESS ACTION ITEMS**

#### **Property and Public Land Use Advisory Committee – Appointments**

Director Salski explained that seven applications were received for the Advisory Committee and seven applicants were interviewed. He said Co-chairs Kraus and Moss recommended the following appointments:

Steve Kraus, Co-Chair  
Nicki Snoblin, At-Large Member  
Dan Reidy, At-Large Member  
Unknown, School District Member  
Rob Douglass, Park District Member

Jim Moss, Co-Chair  
George Russell, At-Large Member  
Mark Dewart, Village Member  
Bill Nordeen, LBOLA Member

Commissioner McKendry moved, seconded by Commissioner Gordon, to appoint the above listed members to the Property and Public Land Use Advisory Committee and allow Co-Chairs to appoint the School District Member.

#### **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.**

## **Regular Board Meeting of April 21, 2014**

### **Ordinance 2014-D – Declaration of Surplus Personal Property and Authorization for Disposal**

Director Salski stated that pursuant to State Statute, the Lake Bluff Park District disposes of property it deems to be of no use to the Agency. The property is generally sold at auction, or disposed of in the most economical method possible.

Commissioner Gronau moved, seconded by Commissioner McKendry, to approve Ordinance 2014-D – Declaration of Surplus Personal Property and Authorization for Sale or Disposal.

#### **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.**

### **Sunrise Park and Beach Policies**

Director Salski noted that the Board reviews certain policies annually and due to the significant challenges at Sunrise Park and Beach, the Parks and Beach Committee have made recommendations for changes in the following policies: Hours of Operation; Dog Tags; Parking, Gate and Vehicles; and Beach Pass.

Hours of Operation were discussed and Commissioners present were in favor of taking tickets until 10:00 p.m. for both residents and non-residents.

Commissioner Douglass moved, seconded by Commissioner Gordon, to approve Sunrise Park and Beach Policy changes as outlined in Board Memorandum dated April 21, 2014 from Superintendent Lakeman, Executive Director Salski and Commissioners McKendry and 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.**

### **2011-2014 Strategic Plan 1<sup>st</sup> Quarter Update**

Director Salski reviewed the 2011 – 2014 Strategic Plan. He noted that the Technology Plan update is very time consuming and not yet completed. The subject of Branding will be discussed in depth in 2015.

## Regular Board Meeting of April 21, 2014

### WRITTEN COMMUNICATIONS

**Community Comments/Correspondence:** Written information was provided to Commissioners and placed on file by Director Salski.

### VERBAL COMMUNICATIONS

**Executive Director Report:** Director Salski said that an access mat has been purchased for Sunrise Park & Beach. This mat can be rolled out for events and it would make the Pavilion accessible for people in wheelchairs. Also, staff is trying to obtain funding for a utility vehicle that would transport people with mobility issues.

Director Salski reported that the audit results came in very positive and the Park District should be receiving the \$60,000 check soon, from the School District for the parking lot at West School.

**Staff:** Superintendent Lakeman said that 500 children participated in the recent egg hunt and noted that he was currently working on the Fall Brochure.

Superintendent Heiser advised that 100 people attended the Open House on March 15<sup>th</sup> and the Golf Course officially opened on April 10<sup>th</sup>. He said the Club House remodeling has been completed.

Superintendent Foster reported that the Golf Course has some turf damage from the winter and sand delivery for the Beach will be delayed because of shortages from the winter weather. Also, there will be roof repairs at the Recreation Center, ADA ramp repairs by the Paddle Tennis building and cart path repair near the Clubhouse.

**Friends of Lake Bluff Parks:** Commissioner Ehrhard reminded everyone that the Block Party will be held July 19<sup>th</sup> and many volunteers are needed. Also, the Pig Roast is scheduled for September 13<sup>th</sup> at the Beach. She mentioned the Foundation brought up the matter of naming rights for the bathhouse at the Beach.

**Joint Task Force** – Commissioner Gordon commented that a recommendation will be brought to the Board, from the Task Force, in the near future.

**Commissioner Comments** – Commissioner Ehrhard mentioned an idea she had about selling ad space in the Park District Program Guide, which is published three times a year.

**President's Report** – President Considine advised that the referendum video will be ready very soon. He reminded everyone to keep the information flowing throughout the Community.

**Regular Board Meeting of April 21, 2014**

**EXECUTIVE SESSION**

Commissioner Gordon moved, seconded by Commissioner Ehrhard, to adjourn into Executive Session, at 8:00 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, K. Considine

**NAY:** None

**ABSTAIN:** None

**ABSENT:** R. Wallace

**Motion carried.**

The regular meeting reconvened at 8:02 p.m. with the following persons present: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, 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 Ehrhard, seconded by Commissioner McKendry, to adjourn the meeting at 8:03 p.m. The motion carried by unanimous voice vote.

Approved this 19th day of May, 2014

Board of Commissioners

Lake Bluff Park District