

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR BOARD MEETING  
August 18, 2014**

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. McKendry, and President K. Considine.

Commissioners S. Ehrhard, K. Gronau, and R. Wallace were absent with prior notice.

Staff members present were Ron Salski, Executive Director; Sarah Bagley, HR Manager; Jim Lakeman, Superintendent of Recreation, Safety, and Outreach Services; Rob Foster, Superintendent of Golf & Parks Maintenance; and Matt Iverson.

Also present was resident Jan Schnobrich; Attorney Scott Puma, Ancel Glink; Tighe Magnuson and Chris Mosbarger representing the Lake Forest/Lake Bluff Joint Task Force; and Jon Shabica, Attorney representing resident Scott Rice.

**Approval of Agenda**

Commissioner McKendry moved, seconded by Commissioner Douglass, to approve the August 18, 2014 Agenda, as amended, to reverse the order of Items C and B under New Business.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

**Statement of Visitors - None**

**MINUTES**

**Approval of Minutes of December 16, 2013 Special Board Meeting**

Commissioner Gordon moved, seconded by Commissioner Douglass, to approve the Minutes of the December 16, 2013 Special Board Meeting, as presented.

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

**Regular Board Meeting of August 18, 2014**

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

Commissioner McKendry moved, seconded by Commissioner Douglass, to approve the minutes of the Regular Board Meeting of July 21, 2014, as presented.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

**CONSENT AGENDA**

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

**Approve Invoice Schedule for the period ending August 18, 2014**

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**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, B. Gordon, K. McKendry, K. Considine

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

**FINANCE**

**July 2014 and Year to Date Financials**

## **Regular Board Meeting of August 18, 2014**

Director Salski reported that July's beginning Pooled Cash was \$2,586,962.43. As of July 31, 2014, the total liabilities, equity and surplus (Pooled Cash) was \$1,743,464.35.

During the month of July, the District was \$76,370.00 unfavorable as compared to projections. The year to date total is favorable by \$248,629.00. He reviewed the other funds.

Staff members Jim Lakeman and Rob Foster, and Director Salski, presented reports on golf, fitness, and maintenance. They also gave a brief review of their fund activity.

Commissioner Douglass moved, seconded by Commissioner McKendry, to accept the July 2014 Financial report.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

### **Purchase Cards – Ratification**

Director Salski reported that July 2014 purchases were \$58,157.97 versus 2013 July purchases which were \$44,940.60.

Commissioner Douglass moved, seconded by Commissioner McKendry, to ratify the Purchase Card payment of \$58,157.97.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

## **NEW BUSINESS/ACTION ITEMS**

### **Joint Task Force with City of Lake Forest – Final Report**

Chris Mosbarger and Tighe Magnuson, Co-Chairs of the Lake Forrest/Lake Bluff Joint Task Force, presented highlights of the Final Report regarding exploration of opportunities related to shared services, capital opportunities and land use between the Park District and the City of Lake Forest. Overall, there doesn't appear to be much crossover and there is a strong transparency of operations between Lake Forest Parks & Recreation and Lake Bluff Park District personnel to create reciprocity/cost sharing, where applicable.

## **Regular Board Meeting of August 18, 2014**

Director Salski and President Considine, on behalf of the Board of Commissioners, thanked the Task Force members for their diligence in submitting a comprehensive report in a timely manner.

President Considine advised that this report will be placed on the September Committee of the Whole Agenda, for further discussion among all Commissioners.

Commissioner McKendry moved, seconded by Commissioner Douglass, to accept the Lake Forest/Lake Bluff Joint Task Force Final Report and file with the Park District.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

### **735 Ravine Avenue – Sunrise Park and Beach**

Attorney Jon Shabica, representing resident Scott Rice, 735 Ravine Avenue, outlined the request to enlarge the south breakwater in order to construct a private beach.

Park District Legal Counsel Scott Puma explained that there would have to be an access agreement for construction, a license agreement, permits by State agencies, and a covenant that would run with the project.

A discussion ensued about hiring a third party engineering firm to review the proposal. Director Salski noted that the Park District would not incur any expenses as a result of this proposal.

Commissioner Gordon moved, seconded by Commissioner McKendry, to authorize the Executive Director, with attorney review, to obtain a third party engineering opinion of the proposed project, with an escrow account not to exceed \$5,000.00.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

Resident J. Schnobrich and Attorney J. Shabica exited the meeting at 8:20 p.m.

### **Platform Tennis ADA Ramp Project**

## **Regular Board Meeting of August 18, 2014**

Director Salski and Superintendent Foster explained that the ADA Transition Plan outlines the Platform Tennis ramp and curbs to be replaced. Three bids were received with base bid amount for the ADA Ramp, Alternate 1 for two ADA curbs and RC stoop, Alternate 2 for Aquatic entrance & all other stoops, and Alternate 3 deck expansion.

Director Salski said that staff recommends accepting only Alternates 1 and 2 from MAG Construction, in the amount of \$44,965.40, with the allocation of an additional \$4,496.54 (10% of base bid amount) for contingencies.

Commissioner Gordon moved, seconded by Commissioner McKendry, to reject the base bid and accept only Alternate 1 and Alternate 2 bids from MAG Construction Company, and authorize the Executive Director, on behalf of the Park District, to enter into an agreement for an amount not to exceed \$49,461.94 for the accessible curbs and recreation stoops, as specified in the Project Manual.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, 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:** Director Salski reported that the IDNR Grant Administrator paid a visit to the Park District and it went well. Director Salski is continuing to work on the boundary maps. He noted that the new fitness equipment has arrived and new carpeting has been installed in the men's locker room.

Manager Bagley said that she was currently working on new recruitments and insurance rates, which are increasing by approximately 6%.

Superintendent Lakeman reported that PDRMA conducted a review of Aquatics and Camps, will do an audit in September of Fitness and Paddle, and then a review of all parks in October. He advised that there will be a "Meet and Greet" for Kindergarten parents on August 22<sup>nd</sup>, and pre-school begins on September 3<sup>rd</sup>.

Superintendent Foster said that they had some spray paint vandalism occur at the paddle and tennis courts and on the soccer goals. He noted that ash tree removal in the parks and on the golf course will occur later this fall, parking lot timers have been replaced, and the Green Team has done a great job recycling.

**Regular Board Meeting of August 18, 2014**

**Property and Public Land Use Advisory Committee** – Director Salski advised that the Committee reviewed one quadrant and are now looking at the second one.

**President’s Report** – President Considine thanked everyone for their support of the Bluffinia Season.

**EXECUTIVE SESSION**

President Gordon moved, seconded by Commissioner McKendry, to adjourn into Executive Session, at 8:46 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. McKendry, K. Considine

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard, K. Gronau, R. Wallace

**Motion carried.**

The regular meeting reconvened at 8:47 p.m. with the following persons present: R. Douglass, K. Considine, B. Gordon, K. McKendry, R. Salski, M. Iverson, 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 McKendry, to adjourn the meeting at 8:47 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Approved this 15<sup>th</sup> day of September 2014  
Board of Commissioners  
Lake Bluff Park District