

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
JANUARY 26, 2015**

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, B. Wallace, and President K. Considine.

Commissioner K. Gronau was absent. Commissioners S. Ehrhard arrived at 6:45 p.m.

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, Park and Facility Maintenance; Ed Heiser, Superintendent of Facility Services; and Katie Lind.

Also present was resident Jan Schnobrich.

Approval of Agenda

Commissioner Douglass moved, seconded by Commissioner McKendry, to approve the January 26, 2015 Agenda, as submitted.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard and K. Gronau

Motion carried.

Statement of Visitors – None

MINUTES

Approval of Minutes of December 15, 2014 Regular Board Meeting

Commissioner Wallace moved, seconded by Commissioner McKendry, to approve the Minutes of the December 15, 2014 Regular Board Meeting, as presented.

Regular Board Meeting of January 26, 2015

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard, K. Gronau

Motion carried.

CONSENT AGENDA

Approve Invoice Schedule for the period ending December 30, 2014

Approve Invoice Schedule for the period ending January 5, 2015

Approve Invoice Schedule for the period ending January 26, 2015

Commissioner McKendry 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, B. Gordon, K. McKendry, B. Wallace

NAY: None

ABSTAIN: K. Considine

ABSENT: S. Ehrhard, K. Gronau

Motion carried.

Commissioner Douglass moved, seconded by Commissioner Wallace, to approve the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. McKendry, B. Wallace

NAY: None

ABSTAIN: K. Considine

ABSENT: S. Ehrhard, K. Gronau

Motion carried.

Commissioner S. Ehrhard present at 6:34 p.m.

FINANCE

December 2014 and Year to Date Financials

Director Salski advised that the District approved a 2014 budget of an overall net deficit of \$94,000. Staff projected \$85,000 and staff is presenting an unaudited net deficit of \$115,000.

Also, staff projected a net income before capital as \$70,000 and is now presenting an audited net income before capital as \$50,000. The reasons for the \$20,000 unforeseen differences are: the District made an extra IMRF payment of \$6,000, paying off the Net Pension Obligation; the District made a 2013 payment of \$6,000 for inclusion services; the District had an additional \$11,000 for Professional Planning Services in the Special Recreation Fund due to additional projects; the District paid a 2012 and 2013 ComEd equipment lease/rental fee of \$9,000; and tax receipts are \$6,000 less than projected due to fewer collections in tax receipts than anticipated.

Director Salski said December's beginning Pooled Cash was \$2,315,238. As of December 31, 2014, the total liabilities, equity, and surplus (Pooled Cash) was \$2,083,439. As of December 31, 2013, the total liabilities, equity and surplus (Pooled Cash) was \$2,084,176.

Month to date was \$145,587 unfavorable as compared to projections. The major contributors were General Fund \$39,974; Recreation Fund \$61,429; Special Recreation Fund \$61,345; and the Master Capital Fund \$39,006. The year to date is unfavorable by \$22,311. He briefly reviewed the other funds and said if Commissioners had any specific questions, his team members would address those.

Commissioner Gordon moved, seconded by Commissioner McKendry, to accept the December 2014 Financial report.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

Regular Board Meeting of January 26, 2015

Purchase Cards – Ratification

Director Salski reported that December 2014 purchases were \$25,039.32 versus 2013 December purchases which were \$32,775.20.

Commissioner Wallace moved, seconded by Commissioner McKendry, to ratify the Purchase Card payment of \$25,039.32.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

NEW BUSINESS/ACTION ITEMS

Tax Levy Abatement in regards to the \$600,000 Alternate Revenue Source Issues in 2003 – Ordinance 2015-A

Director Salski explained that in 2003, the District issued \$600,000 in Alternate Revenue Source bonds to refinance the original 2001 borrowing for the construction of the Driving Range. Each year the District abates the Tax Levy and instead uses existing user fees from the Driving Range to make the debt service payment.

Commissioner Douglass moved, seconded by Commissioner Gordon to accept Ordinance 2015-A, abating the taxes hereto levied for the year 2014 with respect to the Driving Range project.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

Tax Levy Abatement in regards to the \$1.4 million Alternate Revenue Source Issues in 2004 – Ordinance 2015-B

Director Salski explained that in 2004, the District issued \$1.4 million in Alternate Revenue Source bonds for the construction of an addition to the Recreation Center. The bonds were filed with Lake County and the Tax Levy is abated annually. Instead, user fees from recreation programs and the fitness center are used to make the debt service payment.

Commissioner Wallace moved, seconded by Commissioner McKendry, to accept Ordinance 2015-B abating the taxes hereto levied for the year 2014 with respect to the Recreation Center addition projects.

Regular Board Meeting of January 26, 2015

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

Construction Management Services/W. B. Olson

Director Salski said that a Request for Proposal was sent out for Construction Management Services for the Recreation Center, Aquatic Facility, and Beach House. Staff interviewed three firms and determined that the best fit for the Park District regarding scope of project and fees, was W. B. Olson. They are currently working with two Park Districts that have similar projects, and their fees are anticipated to be even less than budget.

Director Salski reviewed the fees and gave a time line for the projects. He is recommending a maximum contract of eight months at a cost not to exceed \$190,400.

Commissioner Gordon moved, seconded by Commissioner Wallace, to authorize the Executive Director to enter into an agreement with W. B. Olson based on the Request for Proposal related to the Recreation Center, Aquatic Facility, and Beach House with final review by the Attorney.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

Referendum Construction Project - Timeline

Director Salski reported on the timeline for various construction projects. These projects included beach stairs, bathhouse construction, Aquatic Facility construction, roof and HVAC construction, Artesian Park construction, Knollwood Park playgrounds replacement, and Blair Park construction.

He said that each project timeline is very challenging and requires efficient decision making. Sunrise Park and Beach requires permitting to the Illinois Department of Public Health which may take some time resulting in delayed construction.

Director Salski said that in addition, FGM Architects will need to present the final Aquatic Facility schematic design to the Board at the February Regular Board Meeting which will require final approval. Some questions include wading pool amenities, locker room renovation, pool deck and more.

Regular Board Meeting of January 26, 2015

WRITTEN COMMUNICATIONS

Community Comments/Correspondence– Written information was provided to the Board and placed on file by Director Salski.

VERBAL COMMUNICATIONS - None

EXECUTIVE SESSION

Commissioner Ehrhard moved, seconded by Commissioner Gordon, to adjourn into Executive Session, at 8:01 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. McKendry, B. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

The regular meeting reconvened at 8:07 p.m. with the following persons present: R. Douglass, S. Ehrhard, K. Considine, B. Gordon, K. McKendry, B. Wallace, and R. Salski.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

Commissioner Douglass moved, seconded by Commissioner Gordon, to approve Resolution 2015-A, as revised in Executive Session, for the release of closed session minutes.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

ADJOURNMENT

There being no further business, motion was made by Commissioner Gordon, seconded by Commissioner McKendry, to adjourn the meeting at 8:07 p.m. The motion carried by unanimous voice vote.