

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
JULY 18, 2016**

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 Douglass.

The following Commissioners were present when the roll was called: S. Ehrhard, B. Gordon, K. McKendry, C. Mosbarger, B. Wallace and President Douglass.

Commissioner K. Gronau 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 Marcia Jendreas, Recording Secretary.

Also present were George Russell, Community Representative for the Parks & Beach Committee; Kirsten Onsgard, Lake Forest Leader; Bill Rehanek, Vice President of Operations of Billy Casper Golf; and Dominick Flood of Billy Casper Golf.

Approval of Agenda

President Douglass amended the Agenda by moving Item V. *Old Business/Action Items* and Item VI. *New Business/Action Items* directly after Item I. *Opening Items*. The rest of the agenda would follow accordingly.

Commissioner Gordon moved, seconded by Commissioner Ehrhard, to approve the July 18, 2016 Agenda, as amended.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

Statement of Visitors - None

OLD BUSINESS/ACTION ITEMS

Artesian and Blair Park Playgrounds – Final Design – Approval

Superintendent Heiser explained that the designs are almost final for Artesian and Blair Park Playgrounds and will go out to bid on July 20th. He said the Parks and Beach Committee and staff have selected a single design for each playground and recommended the color pallets for each playground that received a majority of the votes cast by residents.

Executive Director Salski said the existing equipment will be recycled by a company that takes the old materials and refurbishes them for use overseas.

Commissioner Mosbarger moved, seconded by Commissioner McKendry, to approve the playground designs for Artesian and Blair Park, as recommended by the Parks and Beach Committee.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

PNC Equipment Finance, LLC – Golf and Park Equipment Lease – Approval

Superintendent Foster explained that the Board had agreed to lease specific golf and park equipment and he described the equipment. He said that the Park District is not required to go out to formal bid if the equipment is used or under \$20,000.

Commissioner Ehrhard moved, seconded by Commissioner Gordon, to ratify the lease agreement with PNC Equipment Finance for a period of five years, at a cost of \$1,526.83 per month or \$84,861.51, for the equipment listed in memo dated July 14, 2016, to the Board of Commissioners, from Rob Foster, Superintendent.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

NEW BUSINESS/ACTION ITEMS

Resolution 2016-B – Resolution Calling a Public Hearing Concerning the Intent of the District to Sell \$1,200,000 General Obligation Limited Tax Park Bonds to Provide the Revenue Source to Pay Certain Existing Obligations of the District – Approval

President Douglass announced that the Bond Issue Notification Act requires that a public hearing be called and held in connection with the sale of bonds in the amount of \$1,200,000 to provide the revenue source to pay certain existing obligations of the District and for the payment of the expenses incident thereto and that the Board of Park Commissioners would consider the adoption of a resolution calling such public hearing.

Executive Director Salski read that this resolution is calling for a public hearing concerning the intent of the district to sell \$1,200,000 general obligation limited tax park bonds to provide the revenue source to pay certain existing obligations of the district.

Executive Director Salski explained that on June 28, 2016, Eric Anderson, Bond Advisor, presented to the Finance, Administration and Future Planning Committee and the Committee recommended that the Park Board of Commissioners approve the issuance of Series 2016 Limited Tax Park Bonds to retire certain outstanding liabilities as discussed in the presentation.

Commissioner Gordon moved, seconded by Commissioner McKendry, to approve Resolution 2016-B – Resolution calling a public hearing concerning the intent of the District to sell \$1,200,000 General Obligation Limited Tax Park Bonds to provide the revenue source to pay certain existing obligations of the District.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

Driving Range Netting Project – Bid Results – Approval/Rejection

Superintendent Foster explained the problem of errant range balls leaving the driving range and landing on the 18th hole. He said staff has attempted to reduce the frequency by utilizing limited flight range balls, but both staff and PDRMA have said this needs to be further addressed and prevented. Staff identified additional measures that included installing a 20 foot high net at the west end of the driving range and implementing a policy that either restricts the distance a golfer can hit the ball or restricts which equipment a golfer may hit on the driving range.

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Superintendent Foster said that a budget of \$25,000 was set for the netting project and the low bid came back at \$36,000. He commented that PDRMA said additional protection is needed on Tee 3 because of the liability and at least some signage is needed.

Bill Rehanek, from Billy Casper Golf, commented that 20 foot wooden poles for netting are not ideal and can easily snap in the wind. He said going to irons only would have a serious negative impact for golfers.

Commissioners were concerned with safety of the golfers. A lengthy discussion ensued about different alternatives. Consensus was to go with Option 2: reject all bids – no netting; close #3 Pro Tee; post signage warning golfers not to exceed 220 yards while hitting range balls; and install a camera.

Executive Director Salski commented that Commissioner Gronau said he would be comfortable with whatever decision the Board made.

Commissioner Gordon moved, seconded by Commissioner McKendry, to reject all bids, close #3 Pro Tee, post signage warning golfers not to exceed 220 yards while hitting range balls and install a camera.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. Gronau

Motion carried.

Commissioner McKendry exited the meeting at 7:12 p.m.

MINUTES

Approval of Minutes of June 20, 2016 Regular Board Meeting

Commissioner Mosbarger moved, seconded by Commissioner Ehrhard, to approve the Minutes of the June 20, 2016 Regular Board Meeting, as presented.

On the roll call, the vote was as follows:

AYE: S. Ehrhard, B. Gordon, C. Mosbarger, B. Wallace, R. Douglass

NAY: None

ABSTAIN: None

ABSENT: K. Gronau, K. McKendry

Motion carried.

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CONSENT AGENDA

Approve Invoice Schedule for the period ending July 1, 2016
Approve Invoice Schedule for the period ending July 18, 2016

Commissioner Wallace 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: S. Ehrhard, B. Gordon, C. Mosbarger, B. Wallace, R. Douglass

NAY: None

ABSTAIN: None

ABSENT: K. Gronau, K. McKendry

Motion carried.

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

On the roll call, the vote was as follows:

AYE: S. Ehrhard, B. Gordon, C. Mosbarger, B. Wallace, R. Douglass

NAY: None

ABSTAIN: None

ABSENT: K. Gronau, K. McKendry

Motion carried.

FINANCE

2016 June and Year to Date Financials
Billy Casper Golf – Presentation

Bill Rehanek, Vice President of Operations of Billy Casper Golf, gave an industry overview of the Lake Bluff Golf Course. He addressed: rounds played and breakdown, year to date performance, revenue, operating expenses, green fee and cart fee per round, net promoter scores, and customer surveys. He commented that there are new players to the course and overall, he is pleased with the current yearly results.

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June 2016 and Year to Date Financials

Director Salski reported that June's beginning Pooled Cash was \$2,038,679. As of June 30, 2016, the total liabilities, equity and surplus (Pooled Cash) was \$2,701,957. Adjusting for Referendum Projects (\$69,032), net operating cash is \$2,002,925. The accounts for Golf, not reported on the books for Lake Bluff Park District, have total balances of \$244,457, which would increase net operating cash to \$2,247,382. As of June 30, 2015, the total liabilities, equity and surplus (Pooled Cash) was \$5,265,292. Adjusting for Referendum Projects (\$3,128,069), net operating cash would be \$2,137,223.

Member Mosbarger stated the month to date financials were exactly the same as year to date financials. Additionally, he requested the summary verbiage to be more specific within each of the individual funds.

Superintendent Heiser reported on Fitness Center memberships and Commissioners gave their comments and ideas.

Superintendent Lakeman reported that pool memberships were ahead of budget for both non-members and residents.

Commissioner Mosbarger moved, seconded by Commissioner Wallace, to accept the June 2016 Financial Report.

On the roll call, the vote was as follows:

AYE: S. Ehrhard, B. Gordon, C. Mosbarger, B. Wallace, R. Douglass

NAY: None

ABSTAIN: None

ABSENT: K. Gronau, K. McKendry

Motion carried.

Purchase Cards – Ratification

Director Salski reported that June 2016 purchases were \$65,791.04 versus June 2015 purchases which were \$59,914.11.

Commissioner Gordon moved, seconded by Commissioner Mosbarger, to ratify the Purchase Card payment of \$65,791.04.

On the roll call, the vote was as follows:

AYE: S. Ehrhard, B. Gordon, C. Mosbarger, B. Wallace, R. Douglass

NAY: None

ABSTAIN: None

ABSENT: K. Gronau, K. McKendry

Motion carried.

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WRITTEN COMMUNICATIONS

Community Comments/Correspondence

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

VERBAL COMMUNICATIONS

Staff: Manager Bagley commented that it is a trying time for health insurance. Rates are higher than in years past, so staff is looking at various options and trying to expedite the process.

Superintendent Foster gave an update on the tennis court situation of repairing a small depression.

Superintendent Lakeman reported that beach attendance has increased by 67%. He said that PDRMA did a surprise audit at the beach and at the pool and their reports were great.

Superintendent Heiser said that there has been some improvement in food and beverage. He also said that staff was still working on the purchase of a used total platform tennis court.

EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner Ehrhard, to adjourn into Executive Session, at 8:10 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: S. Ehrhard, B. Gordon, C. Mosbarger, B. Wallace, R. Douglass

NAY: None

ABSTAIN: None

ABSENT: K. Gronau, K. McKendry

Motion carried.

Commissioner Ehrhard exited the meeting at 8:11 p.m.

The regular meeting reconvened at 8:13 p.m. with the following persons present: B. Gordon, C. Mosbarger, B. Wallace, R. Douglass, R. Salski and M. Jendreas.

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

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ADJOURNMENT

There being no further business, motion was made by Commissioner Gordon, seconded by Commissioner Mosbarger, to adjourn the meeting at 8:13 p.m. The motion carried by unanimous voice vote.

Approved this 15th day of August 2016
Board of Commissioners
Lake Bluff Park District