

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
JUNE 20, 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. Gronau, C. Mosbarger, B. Wallace and President Douglass.

Commissioner K. McKendry 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; Carol Russ (at 6:55 p.m.) and Neil Dahlmann (at 6:55 p.m.), representing the Vote Now group.

Approval of Agenda

President Douglass added *Item E – Equipment Purchases – Golf & Parks Division – Consensus to V. New Business.*

Commissioner Ehrhard moved, seconded by Commissioner Mosbarger, to approve the June 20, 2016 Agenda as amended.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

Statement of Visitors - None

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Approval of Minutes of May 2, 2016 Special Board Meeting

Commissioner Gordon moved, seconded by Commissioner Mosbarger, to approve the Minutes of the May 2, 2016 Special Board Meeting, as presented.

On the roll call, the vote was as follows:

AYE: B. Gordon, K. Gronau, C. Mosbarger, B. Wallace, R. Douglass

NAY: None

ABSTAIN: S. Ehrhard

ABSENT: K. McKendry

Motion carried.

Approval of Minutes of May 16, 2016 Regular Board Meeting

Commissioner Gordon moved, seconded by Commissioner Ehrhard, to approve the Minutes of the May 16, 2016 Regular Board Meeting, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

CONSENT AGENDA

Approve Invoice Schedule for the period ending June 2, 2016

Approve Invoice Schedule for the period ending June 6, 2016

Approve Invoice Schedule for the period ending June 20, 2016

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

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

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On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

FINANCE

2016 Budget – Amended – Approval

Executive Director Salski explained that in December 2015, the Board approved the Golf Course Budget as similar to the 2015 Budget. Shortly thereafter, a contract was negotiated with Billy Casper Golf and this resulted in two key factors that would not allow the monthly financials to be comparable to budget and/or goals.

Executive Director Salski and Superintendent Heiser worked with Treasurer Wallace to draft a budget that is comparable to Billy Casper Golf's proposal. This included a reduction in expenses and revenue growth. The recommended amendments are to increase revenue by \$30,956 and increase expenses by \$41,245.

Commissioner Gronau moved, seconded by Commissioner Mosbarger, to amend the 2016 Budget to include the anticipated Golf Club revenues as \$972,086 in revenues and \$1,242,578 in expenses.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

May 2016 and Year to Date Financials

Director Salski reported that May's beginning Pooled Cash was \$2,224,433. As of May 31, 2016, the total liabilities, equity and surplus (Pooled Cash) was \$2,038,679. Adjusting for Referendum Projects (\$1,061,540), net operating cash is \$977,139. The accounts for Golf, not reported on the books for Lake Bluff Park District, have total balances of \$191,896, which would increase net operating cash to \$1,169,035. As of May 31, 2015, the total liabilities, equity and surplus (Pooled Cash) was \$4,294,302.

Superintendent Heiser reported that Fitness Center memberships were positive, but personal training lost some revenue. Regarding Golf, there was a timing issue with reporting by Billy Casper Golf which should be adjusted by next month.

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Superintendent Lakeman highlighted pool information and said that budget was met for memberships.

Superintendent Foster reported on ground information.

Commissioner Gronau moved, seconded by Commissioner Mosbarger, to accept the May 2016 Financial report.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

Purchase Cards – Ratification

Director Salski reported that May 2016 purchases were \$47,740.08 versus May 2015 purchases which were \$46,069.60.

Commissioner Gordon moved, seconded by Commissioner Wallace, to ratify the Purchase Card payment of \$47,740.08.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

NEW BUSINESS/ACTION ITEMS

Ordinance 2016-E – Prevailing Wage – Approval

Executive Director Salski stated that annually, the State of Illinois requires that each June all government agencies adopt the Prevailing Wage Ordinance to ensure that an agency's contractor pays the appropriate amounts to its outside contractors. Included in the Ordinance are the June 2016 Prevailing Wages, as determined for Lake County.

Commissioner Gronau moved, seconded by Commissioner Mosbarger, to adopt Ordinance 2016-E – Prevailing Wage Rates to be Paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Lake Bluff Park District.

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On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

OPENING ITEM – VOTE Lake Bluff – Presentation – Carol Russ and Neil Dahlmann

Carol Russ and Neil Dahlmann presented information about the Vote Now group, which has an option for Board Members when deciding whether to run for one of the open elected positions.

Board members asked various questions about term limits, how the endorsements work, why the process has been put in place, the purpose of being at the meeting, when packets are turned in and how the process works.

Ordinance 2016-F – Conduct Ordinance – Section 2.01 - Aircraft/Model Aircraft Amendment – Approval

Executive Director Salski explained that over the Memorial Day weekend and on May 31st, staff experienced guests flying drones at Sunrise Park and Beach and the Golf Course. He said staff and the Parks and Beach Committee recommends not allowing drones near the beach and pool during hours of operation due to young children, teens and adults being in bathing suits. In addition, they recommend not allowing drones on the golf course during hours of operation as golfers pay a premium price for a quiet round. The Park District Attorney drafted an ordinance which addresses this issue.

After some discussion, Commissioners were in agreement with the recommendations. The Park District does issue permits for drone flying.

Commissioner Mosbarger moved, seconded by Commissioner Ehrhard, to approve Drone Ordinance 2016-F, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

Ordinance 2016-G – Conduct Ordinance – Section 2.06 – Boating – Amendment – Approval

Superintendent Lakeman said that currently there is no policy allowing residents and non-residents to bring their personal paddle boards, sunfish boats, wind surf boards, kayaks and other non-motorized vessels to launch into Lake Michigan from Sunrise Beach. He said staff and the Parks and Beach Committee are recommending a policy allowing residents only to bring their personal non-motorized vessels to Sunrise Park and Beach.

Commissioner Mosbarger moved, seconded by Commissioner Wallace, to amend Section 2.06 of the Conduct Ordinance allowing residents only to bring their personal non-motorized vessels to Sunrise Park and Beach.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

Intergovernmental Program Agreement Between City of Lake Forest and Lake Bluff Park District – Approval

Superintendent Heiser explained that the Intergovernmental Program Agreement between the City of Lake Forest and Lake Bluff Park District was designed to encourage community recreational program participation through program partnering, waiving residency requirements and shared brochure space. He said the Lake Forest/Lake Bluff Joint Task Force recommended reauthorization of this agreement in 2014 and it is now up for re-approval again. He advised that staff has reviewed the agreement and recommends approval in its current form.

Commissioner Gordon moved, seconded by Commissioner Wallace, to approve the Intergovernmental Program Agreement between the City of Lake Forest and the Lake Bluff Park District.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

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Equipment Purchases – Golf and Parks Division

Director Salski explained that the 2016 Budget has \$112,000 budgeted for the replacement of eight pieces of Parks Division and Golf Division equipment. At the April Regular Board Meeting, the Board approved the Executive Director to enter into a leasing agreement with Attorney approval; however, there are two issues with this approval. First, staff is having difficulty obtaining a lease due to legal language necessary for the Park District or PNC Bank. Second, the governing Board (seven members) must approve any lease by 2/3 vote or five Board Members. The April Board Meeting had four Board Members present.

There was consensus of Board Members to allow the Executive Director to purchase the seven pieces of equipment (two Parks Division mowers and six Golf Division units) for the amount of \$83,916.30 and to lease or obtain a loan for the equipment. The Board would ratify the lease or loan at the July meeting.

WRITTEN COMMUNICATIONS

Community Comments/Correspondence

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

VERBAL COMMUNICATIONS

Staff: Executive Director Salski noted that the Finance Committee will meet on June 28th, at 7:30 a.m. to discuss 2016 Limited Tax Bonds. He reminded Commissioners that the NRPA Conference, in St. Louis, is on October 5, 6 and 7, 2016 and asked them to advise him if they will attend.

Superintendent Lakeman asked Commissioners to call him if they were interested in working at the July 4th Parade.

Superintendent Heiser reported that the Artesian Park tennis courts are open. He said there is a minor problem on one court with a depressed area and they are currently doing soil testing to determine the appropriate repair.

Superintendent Foster said they were going out to bid for the driving range net.

EXECUTIVE SESSION

Commissioner Ehrhard moved, seconded by Commissioner Gordon, to adjourn into Executive Session, at 8:13 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); and discussion of the appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(c)(1) of the Open Meetings Act.

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On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

The regular meeting reconvened at 8:28 p.m. with the following persons present: S. Ehrhard, B. Gordon, K. Gronau, C. Mosbarger, B. Wallace, R. Douglass and M. Jendreas.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

Commissioner Gronau moved, seconded by Commissioner Wallace, to adopt Ordinance 2016-A – Release of Closed Session Minutes.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: C. Mosbarger

ABSENT: K. McKendry

Motion carried.

Commissioner Wallace moved, seconded by Commissioner Gordon, to approve the increased compensation for the Executive Director retroactive to January 1, 2016, as discussed in Executive Session of June 20, 2016.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

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ADJOURNMENT

There being no further business, motion was made by Commissioner Gordon, seconded by Commissioner Wallace, to adjourn the meeting at 8:30 p.m. The motion carried by unanimous voice vote.

Approved this 18th day of July 2016
Board of Commissioners
Lake Bluff Park District