

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR BOARD MEETING  
SEPTEMBER 19, 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 and President Douglass.

Commissioners K. McKendry and B. Wallace were 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, Sarah Bagley, Human Resources Manager; and Marcia Jendreas, Recording Secretary.

Also present was George Russell, Community Representative for the Parks & Beach Committee.

**Approval of Agenda**

Commissioner Mosbarger moved, seconded by Commissioner Gronau, to approve the September 19, 2016 Agenda, as submitted.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

**Statement of Visitors - None**

**MINUTES**

**Approve Minutes of August 15, 2016 Regular Board Meeting**

Commissioner Gronau moved, seconded by Commissioner Gordon, to approve the August 15, 2016 Minutes, as presented.

**Regular Board Meeting of September 19, 2016**

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

**CONSENT AGENDA**

**Approve Invoice Schedule for the period ending August 31, 2016**

**Approve Invoice Schedule for the period ending September 19, 2016**

Commissioner Gordon moved, seconded by Commissioner Mosbarger, 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, R. Douglass

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

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

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

**OLD BUSINESS**

**An Ordinance providing for the issue of not to exceed \$1,200,000 General Obligation Limited Tax Park Bonds, Series 2016 to provide the revenue source to pay certain existing obligations of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, authorizing and directing the execution of an escrow agreement in connection therewith, and authorizing the sale of said bonds to the purchaser thereof – Ordinance 2016-H - Approval**

President Douglass announced that this item involves the issuance of not to exceed \$1,200,000 non-referendum general obligation limited bonds to be issued by the District pursuant to Section 6-4 of the Park District Code to provide the revenue source to pay certain existing obligations of the District, and in connection therewith, it would be necessary for the District to enter into an escrow agreement, and that the Board of Park Commissioners would consider the adoption of an ordinance providing for the issue of said bonds and the levy of a direct annual tax to pay the principal and interest thereon and authorizing and directing the execution of such escrow agreement. He explained that the ordinance sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

Commissioner Gordon stated that, as Finance Committee Chair, he is presenting Ordinance 2016-H.

As Secretary to the Board, Executive Director Salski explained that he is required to state that Ordinance 2016-H is being presented.

Executive Director Salski explained that the purpose of the General Obligation Limited Tax Park Bonds is to pay off the loan at Northern Trust.

Commissioner Gordon moved, seconded by Commissioner Mosbarger, to approve Ordinance 2016-H, an Ordinance providing for the issue of not to exceed \$1,200,000 General Obligation Limited Tax Park Bonds, Series 2016 to provide the revenue source to pay certain existing obligations of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, authorizing and directing the execution of an escrow agreement in connection therewith, and authorizing the sale of said bonds to the purchaser thereof.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

## Regular Board Meeting of September 19, 2016

### FINANCE

#### 2016 August and Year to Date Financials

Director Salski reported that August's beginning Pooled Cash was \$2,102,023. As of August 31, 2016, the total liabilities, equity and surplus (Pooled Cash) was \$1,885,672. Adjusting for Referendum Projects (\$763,514), net operating cash is \$1,122,158. The Golf accounts are not reported in the Park District software and don't anticipate to be reported until December. However, the total balance is \$462,014, which would increase net operating cash to \$1,584,172. As of August 31, 2015, the total liabilities, equity and surplus (Pooled Cash) was \$4,810,886. Adjusting for Referendum Projects (\$2,950,079), net operating cash would be \$1,860,807.

Commissioner Ehrhard asked about the negative to budget figure for the Fitness Center. Superintendent Heiser explained that memberships are down 7% from last year and additional competition has come into town this past year. Executive Director Salski said that this would be discussed further in the Budget Workshop.

Commissioner Mosbarger moved, seconded by Commissioner Gronau, to accept the August 2016 Financial Report.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

#### Purchase Cards – Ratification

Director Salski reported that August 2016 purchases were \$43,895.69 versus August 2015 purchases which were \$37,174.18.

Commissioner Gronau moved, seconded by Commissioner Mosbarger, to ratify the Purchase Card payment of \$43,895.69.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

**NEW BUSINESS/ACTION ITEMS**

**Ordinance 2016-I – Declaration of Surplus Personal Property and Authorization for Disposal – Approval**

Superintendent Heiser said that pursuant to State Statute, the Lake Bluff Park District disposes of property it deems to be of no use to the Agency. If the property cannot be auctioned, the District will dispose of it in the most economical method possible. The surplus property referred to in this Ordinance is used playground equipment that will be donated.

Commissioner Gordon moved, seconded by Commissioner Mosbarger, to approve Ordinance 2016-I – Declaration of Surplus Personal Property and Authorization for Disposal.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

**Special Board Meeting September 26 – Board/Staff Workshop – Strategic Plan 2015-2019 – Approval**

Executive Director Salski noted that staff likes to inform the public, at a Regular Meeting, of any planned future meetings. He said there will be a Special Board Meeting/Workshop held on Monday, September 26, 2016, at Lake Bluff Elementary School, 350 W. Washington, Lake Bluff, Illinois, starting at 6:00 p.m., to discuss the Strategic Plan 2015-2019.

Commissioner Mosbarger moved, seconded by Commissioner Gronau, to approve the Special Board Meeting on September 26, 2016, at 6:00 p.m.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

**WRITTEN COMMUNICATIONS**

**Community Comments/Correspondence**

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

## **Regular Board Meeting of September 19, 2016**

### **VERBAL COMMUNICATIONS**

**Staff:** Executive Director Salski said that the Distinguished Accreditation evaluation will take place on September 27, 2016 and results will be available that day.

Manager Bagley advised that staff on-line training has started for programs such as Sexual Harassment, etc.

Superintendent Lakeman said that the beach clean-up was held recently and about 70 volunteers collected over 90 pounds of trash. Also, another team has been added to the dance program.

Superintendent Heiser noted that the sink-hole has been repaired at the tennis court and the court is now open. Construction has started at Artesian Park and a lot of extra debris was found. They are in process of determining if it needs special disposal. Also, the 4th Paddle Court is going out for bid on September 21st and results will be presented at the October 17th Board Meeting. Superintendent Heiser met with the Parks and Beach Committee to address current lighting conditions and future changes.

Superintendent Foster advised that John Zajac from the Facility and Maintenance Division recently resigned to take a teaching position at a school.

Executive Director Salski said that the Parks and Beach Committee recently met, but they tabled any discussion of the beach until all options could be checked out. They will meet again in October. He noted the Tree Plan was completed and will be on the October 17th Board Meeting Agenda. The next step is preparing a Tree Replacement Program.

### **EXECUTIVE SESSION**

Commissioner Gordon moved, seconded by Commissioner Gronau, to adjourn into Executive Session, at 7:06 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, K. Gronau, C. Mosbarger, R. Douglass

**NAY:** None

**ABSTAIN:** None

**ABSENT:** K. McKendry, B. Wallace

**Motion carried.**

**Regular Board Meeting of September 19, 2016**

The regular meeting reconvened at 7:10 p.m. with the following persons present: S. Ehrhard, B. Gordon, K. Gronau, C. Mosbarger, R. Douglass, 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 Gronau, seconded by Commissioner Gordon, to adjourn the meeting at 7:11 p.m. The motion carried by unanimous voice vote.

Approved this 17th day of October, 2016  
Board of Commissioners  
Lake Bluff Park District