

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR BOARD MEETING  
MARCH 14, 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 and President Douglass.

Commissioners McKendry and Wallace were absent with prior notice.

Staff members present were Ron Salski, Executive Director; Sarah Bagley, HR Manager; Rob Foster, Superintendent of Golf, Park and Facility Maintenance; Ed Heiser, Superintendent of Facility Services; and Marcia Jendreas, Recording Secretary.

Also present was resident Chris Mosbarger.

**Approval of Agenda**

Commissioner Gronau moved, seconded by Commissioner Gordon, to approve the March 14, 2016 Agenda, as submitted.

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

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

**NAY:** None

**ABSTAIN:** None

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

**Motion carried.**

**Statement of Visitors – None**

**PUBLIC HEARING**

**A Public Hearing for the Proposed 2016 Budget and Appropriation Ordinance**

President Douglass announced the Public Hearing was open to receive public comments on the proposed Budget and Appropriation Ordinance and explained that all persons desiring to be heard will have the opportunity to present written or oral testimony at this time. There were no public comments or written or oral testimony presented.

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President Douglass asked for additional comments from Park Commissioners and there were none.

Commissioner Gronau moved, seconded by Commissioner Gordon, to adjourn the Public Hearing.

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

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

**NAY:** None

**ABSTAIN:** None

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

**Motion carried.**

## **OLD BUSINESS**

### **Board Vacant Seat – Chris Mosbarger – Appointment**

Executive Director Salski explained that the Board received four applications for the vacant seat, and interviews were held on March 7, 2016. He said Commissioners recommended Chris Mosbarger.

Commissioner Ehrhard moved, seconded by Commissioner Gordon, to approve the appointment of Chris Mosbarger to fill the vacancy of Kevin Considine until May, 2017.

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

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

**NAY:** None

**ABSTAIN:** None

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

**Motion carried.**

### **Oath of Office – Chris Mosbarger**

Chris Mosbarger read and signed the Oath of Office. Commissioners welcomed him to the Park Board.

## **MINUTES**

### **Approval of Minutes of February 22, 2016 Regular Board Meeting**

Commissioner Gronau moved, seconded by Commissioner Gordon, to approve the Minutes of the February 22, 2016 Regular Board Meeting, as presented.

**Regular Board Meeting of March 14, 2016**

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

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

**NAY:** None

**ABSTAIN:** C. Mosbarger

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

**Motion carried.**

**CONSENT AGENDA**

**Approve Invoice Schedule for the period ending February 23, 2016**

**Approve Invoice Schedule for the period ending February 29, 2016**

**Approve Invoice Schedule for the period ending March 1, 2016**

**Approve Invoice Schedule for the period ending March 14, 2016**

President Douglass 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, K. Gronau, C. Mosbarger, R. Douglass

**NAY:** None

**ABSTAIN:** None

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

**Motion carried.**

President Douglass 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, K. Gronau, C. Mosbarger, R. Douglass

**NAY:** None

**ABSTAIN:** None

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

**Motion carried.**

## **Regular Board Meeting of March 14, 2016**

### **FINANCE**

#### **February 2016 and Year to Date Financials**

Executive Director Salski said February's beginning Pooled Cash was \$2,827,242. As of February 29, 2016, the total liabilities, equity and surplus (Pooled Cash) was \$2,753,474. Adjusting for Referendum Projects (\$1,406,958), net operating cash is \$1,365,516. As of February 28, 2015, the total liabilities, equity and surplus (Pooled Cash) was \$4,812,035. Month to date was unfavorable \$27,046 as compared to budget. The major contributor to this month's unfavorable results was the Recreation Fund, showing unfavorable \$4,632; the Special Recreation Fund showing unfavorable \$15,771; and the Master/Capital Fund showing unfavorable \$5,170.

Commissioner Gronau moved, seconded by Commissioner McKendry to accept the February, 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 February 2016 purchases were \$44,278.64 versus February 2015 purchases which were \$58,907.71.

Commissioner Gronau moved, seconded by Commissioner Gordon, to ratify the Purchase Card payment of \$44,278.64.

#### **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**

#### **Ordinance 2016-C – Combined Budget and Appropriation – Approval**

Executive Director Salski explained the process concerning the Combined Budget and Appropriation Ordinance. He provided a summary of the Appropriation Ordinance which is an estimate of anticipated revenues and expenses.

## **Regular Board Meeting of March 14, 2016**

Commissioner Ehrhard moved, seconded by Commissioner McKendry, to accept Ordinance 2016-C, the 2016 Combined Budget and Appropriation Ordinance, disclosing all necessary expenditures and liabilities in all of the District's funds for the calendar year beginning January 1, 2016 and ending December 31, 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.**

### **Sunrise Park and Beach – Seldin Security Agreement – Approval**

Superintendent Lakeman stated that the Park District has a vendor contract with Seldin Security to perform security guard services at Sunrise Park and Beach and this contract is up for renewal on March 31, 2016. There will be no increase in the rate, which will remain at \$23.00 per hour.

Commissioner Ehrhard moved, seconded by Commissioner Gronau, to approve the Agreement with Seldin Security for a two year period ending on October 15, 2017.

### **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 of 2016 Ford F-350 Extended Cab 4x4 (One Ton Dump Truck) through the State of Illinois Joint Purchase Contract #4018237 – Approval**

Superintendent Foster explained that the Park District will be replacing the 2000 Ford F-350 One Ton Dump Truck, which will be sold at auction. The new truck will be a 2016 Ford F-350 Extended Cab 4x4 (one ton dump truck) which will be purchased through the State of Illinois Joint Purchase Contract #4018237.

Commissioner Ehrhard moved, seconded by Commissioner Gordon, to award the purchase to Morrow Brothers Ford Inc., for an amount not to exceed \$39,000, for the equipment specified in the 2016 Ford F-350 Extended Cab 4x4 (one ton dump truck) Contract.

## **Regular Board Meeting of March 14, 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.**

### **Pickleball Courts on Blair Park Tennis Courts – Approval**

Executive Director Salski said Pickleball participation has increased and in June 2014, staff painted six Pickleball courts on the tennis courts at Artesian Park to compliment the three Pickleball courts located in the gymnasium of the Recreation Center. Comments were received from tennis players, that having both sets of lines on a single court leads to confusion. Also, the U.S. Tennis Association will not host sanctioned events on tennis courts with lines for Pickleball.

Due to deteriorating conditions of the courts at Artesian Park, Executive Director Salski explained that staff would like to paint four Pickleball courts on the existing tennis courts at Blair Park. He said the lines for the existing tennis courts will continue to be the dominate lines to alleviate confusion for tennis players. He noted that current Pickleball players have expressed support of this recommendation and staff has received unanimous support from the Parks and Beach Committee.

Commissioner Ehrhard moved, seconded by Commissioner Gordon, to approve painting Pickleball lines on the Blair Park Tennis Courts.

### **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 the Board and placed on file by Director Salski.

## **VERBAL COMMUNICATIONS**

Executive Director Salski explained that a Notice of Bankruptcy was received with regard to the Recreation Center roofing contractor. He said the work has been completed and the payment will be mailed as soon as the court determines who it gets mailed to.

## **Regular Board Meeting of March 14, 2016**

Executive Director Salski advised that a special use permit was received for a 40 x 60 foot tent, which is smaller than in past years. He reminded everyone about the NSSRA Shining Stars event on April 29<sup>th</sup> at the Highland Park Country Club, the Legislative Conference to be held May 2<sup>nd</sup> through May 4<sup>th</sup>, and the Sunrise Park and Beach and Lake Bluff Pool Ribbon Cutting on May 28<sup>th</sup>.

Executive Director Salski reported on the Fitness Center and said there are 1,015 active members, which is about 100 more than last year.

Manager Bagley said seasonal employment recruitment is continuing and the new mechanic started today. She commented that the Parks Department has been difficult to staff and they are working on implementing more competitive wages.

Superintendent Lakeman reported that summer registration is starting and the Egg Hunts are this weekend. He noted that pre-school registration was held this past weekend and the three year old program is totally filled for September. He said they are looking into having another class in the afternoon.

Superintendent Foster said the Parks Department is in process of doing a tree inventory which will eventually be put on a GPS Mapping System.

Finance, Administration & Future Planning Committee – Manager Bagley stated that an employee survey was done in September 2015 and over 100 people responded out of 250. She said the District is on par with the national average as far as employee satisfaction goes, but employees want more benefits and more training.

Parks & Beach Committee – Commissioner Ehrhard read a memo into the record dated March 11, 2016, from the Parks and Beach Committee. This memo outlined short and long term lakefront stability options at Sunrise Beach, recommended by Shabica & Associates.

President Douglass said that one of the major costs is for sand replacement. He said \$10,000 was budgeted for this year, but this is not enough to correct the erosion.

Executive Director Salski said that this issue will be brought before the Finance Committee to determine where extra funding could come from, but a long term plan needs to be put in place.

Facilities & Programs Committee – Commissioner Gronau said that Bill Casper Golf has been approved and they should be starting very soon. He said the program master plan will be reviewed sometime during the first two weeks in April.

Tri-Board/Intergovernmental Committee – President Douglass said a meeting will be held on April 6, 2016.

Friends of Lake Bluff Parks – Commissioner Ehrhard commented that there are no fundraising events for 2016.

**Regular Board Meeting of March 14, 2016**

**EXECUTIVE SESSION**

Commissioner Gordon moved, seconded by Commissioner Mosbarger, 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, K. Gronau, C. Mosbarger, R. Douglass

**NAY:** None

**ABSTAIN:** None

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

**Motion carried.**

The regular meeting reconvened at 8:12 p.m. with the following persons present: S. Ehrhard, B. Gordon, R. Douglass, K. Gronau, C. Mosbarger, 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 Mosbarger, to adjourn the meeting at 8:12 p.m. The motion carried by unanimous voice vote.

Approved this 18<sup>th</sup> day of April, 2016  
Board of Commissioners  
Lake Bluff Park District