

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF ADMINISTRATION AND FINANCE COMMITTEE BOARD MEETING  
AUGUST 17, 2009**

The Special Administration and Finance Committee Meeting of the Board of Commissioners of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Present: Commissioners: Meierhoff, Nickels

Visitors: Commissioner Gronau, Commissioner Ehrhard, Dave Peterson (Director of Business and Facility Services), Joan Lane (Milburn Cain & Co.) and David Cain (Milburn Cain & Co)

**1. CALL TO ORDER:**

Chair Meierhoff called the meeting to order at 5:30 p.m.

**2. ROLL CALL:**

The following Commissioners were present when the roll was called:

Commissioners Nickels, Chair Meierhoff

**3. APPROVAL OF AGENDA:**

A motion was made by Commissioner Nickels, seconded by Commissioner Meierhoff to approve the agenda of August 17, 2009. By unanimous voice vote, the agenda was approved as presented.

**4. STATEMENT OF VISITORS:**

None

**5. APPROVAL OF MINUTES OF JUNE 24, 2009 REGULAR BOARD MEETING**

A motion was made by Commissioner Nickels and seconded by Commissioner Meierhoff to approve the June 24, 2009 minutes as presented. By unanimous voice vote, the minutes were approved as presented.

## 6. ITEMS FOR DISCUSSION

### A. Resolution 09-5

Director Peterson mentioned that both Resolution 09-5 and Resolution 09-6 are in order to designate these sites (119 Rockland & 121 Rockland) as not for park or recreational purposes. New leases have been drafted with our attorneys that are more protective of the Park District, Commissioners, and staff.

A motion was made by Commissioner Nickels, seconded by Commissioner Meierhoff to recommend acceptance of Resolution 09-5, designating 119 Rockland Road, Lake Bluff, IL 60044 not for park or recreational purposes at the Regular Board meeting. The motion carried by unanimous voice vote.

### B. Resolution 09-6

A motion was made by Commissioner Nickels, seconded by Commissioner Meierhoff to recommend acceptance of Resolution 09-6, designating 121 Rockland Road, Lake Bluff, IL 60044 not for park or recreational purposes at the Regular Board meeting. The motion carried by unanimous voice vote.

### C. Audit report for the fiscal year ending December 31, 2008

Director Peterson and David Cain (Milburn Cain & Co.) each gave a brief overview of the existing relationship between the organizations. David Cain stated that even though the auditors have a clean opinion on the financial statements it does not mean the results indicated are positive.

Joan Lane (Milburn Cain & Co.) provided the following audit summary:

Individual Funds are all stable with the exception of the Golf Course. Paddle fund could be an issue next year.

Golf Course: Revenue Budget: has consistently been \$200,000 higher than actual

Debt Service: affected by the \$107,000 irrigation annual payment

Capital Outlay: more cost analyst should be done before purchases are made

Staffing: Management is similar to other Lake County Park Districts with the exception of full time staff.

Ms. Lane's biggest concern is the \$775,000 debt to the other funds within the Park District, which is creating a cash flow problem. Suggested solutions would be to continue cost cutting, look at capital outlay, and to possibly refinance debt as a whole in order to lower payments until the economy turns around. Commissioner Meierhoff indicated that the Board is well aware of the golf situation and staff has worked hard to implement Plan B. He also mentioned the importance of having a balanced budget for golf in 2010. Commissioner Meierhoff expressed a concern over the pension expense and the social security costs. Commissioner Ehrhard expressed concern over the health insurance expenses. Director Peterson explained that the health insurance program is being revamped for 2010.

A motion was made by Commissioner Nickels, seconded by Commissioner Meierhoff to recommend acceptance of the audit report submitted by the District's auditor, Milburn Cain & Company, for the fiscal year ending December 31, 2008 at the Regular Board meeting. The motion carried by unanimous voice vote.

**7. VERBAL COMMUNICATIONS**

None

**8. WRITTEN COMMUNICATIONS**

None

**9. ADJOURNMENT**

There being no further business, a motion was made by Commissioner Nickels and seconded by Commissioner Meierhoff to adjourn the meeting at 6:11 p.m. The motion carried by unanimous vote.

Approved this 12 day of July 2010  
Administration and Finance Committee  
Lake Bluff Park District