

**LAKE BLUFF PARK DISTRICT
FINANCE, ADMINISTRATION & FUTURE PLANNING COMMITTEE
MINUTES OF SPECIAL COMMITTEE MEETING
SEPTEMBER 14, 2016**

The Special Meeting of the Finance, Administration & Future Planning Committee 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 7:45 a.m. by Chair Gordon.

The following Committee members were present when the roll was called: B. Wallace, F. Pitera, and B. Gordon.

Staff members present were Ron Salski, Executive Director

Approval of Agenda

Commissioner Wallace moved, seconded by Commissioner Pitera, to approve the September 14, 2016 Agenda with removal of the Executive Session, adding c) 2016 Budget and ActiveNet and adding d) 2016 August Financials.

On the roll call, the vote was as follows:

AYE: B. Wallace, F. Pitera, B. Gordon

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Statement of Visitors – None

Approval of Minutes of June 28, 2016 Special Committee Meeting

Commissioner Gordon moved, seconded by Chair Pitera, to approve the Minutes of the June 28, 2016 Special Committee Meeting, as presented.

On the roll call, the vote was as follows:

AYE: B. Wallace, F. Pitera, B. Gordon

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

**Special Committee Meeting of the Finance, Administration
And Future Planning Committee of September 14, 2016**

ITEMS FOR DISCUSSION/ACTION

2017 Budget – Timeline – Discussion

Executive Director Salski discussed the budget timeline and stated the Board is expected to receive the binders before Thanksgiving. Executive Director Salski asked about the approach with C.P.I. and Tax Levy. Committee Members recommended the Park District approve the Tax Levy with a C.P.I. and new construction increase.

Commissioner Wallace recommended staff focus on realistic revenues first before determining expenses. Staff agreed.

Board/Staff Workshop – Monday, September 26

Executive Director Salski showed the power point presentation and discussed the approach of the workshop. Member Pitera recommended simplifying the slides. Member Wallace stated his concerns with the discussion on the Compensation Study. Member Pitera agreed and recommended revising the name to Employee Market Analysis.

2016 Budget and ActiveNet

Executive Director Salski stated the 2016 Budget will be impacted significantly as the ActiveNet software accrues the revenues versus the current approach of treating registration as cash. Therefore, the 2016 Budget will look significantly worse as revenue will be spread into the 2017 Budget.

2016 August Financials

Executive Director Salski discussed the 2016 August Financials and stated the Fitness Center was not going to meet budget. He discussed the challenges of competition, less personal training, and less memberships and the 2016 Budget had large revenue growth. He mentioned staff will address the issues with the Facilities and Programs Committee.

ADJOURNMENT

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

Approved this 9th day of November, 2016

Board of Commissioners

Lake Bluff Park District