

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
MARCH 20, 2017**

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; Sarah Bagley, Human Resources Manager; Jim Lakeman, Superintendent of Recreation, Safety and Outreach Services; Rob Foster, Superintendent of Golf, Park and Facility Maintenance; Ed Heiser, Superintendent of Facility Services; and Marcia Jendreas, Recording Secretary.

Approval of Agenda

President Douglass stated that Item *C. Sunrise Park Events*, under *IV. New Business*, would be removed because more information needs to be obtained.

Commissioner Gronau moved, seconded by Commissioner Mosbarger, to approve the March 20, 2017 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

PUBLIC HEARING

A Public Hearing for the Proposed 2017 Budget and Appropriation Ordinance – 2017-D

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 Gordon moved, seconded by Commissioner Mosbarger, to adjourn the Public Hearing at 6:35 p.m.

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.

MINUTES

Approval of Minutes of February 27, 2017 Regular Board Meeting

Commissioner Mosbarger moved, seconded by Commissioner Gordon, to approve the Minutes of the February 27, 2017 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 March 2, 2017

Approve Invoice Schedule for the period ending March 20, 2017

Commissioner Wallace 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, B. Wallace, R. Douglass

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

Commissioner Wallace moved, seconded by Commissioner Mosbarger, 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 Year End Financials

Executive Director Salski stated that final adjustments have been received from the auditor. He distributed copies of the Billy Casper Golf (BCG) financials and also a Board Summary of the “year over year changes” from 2013 Actual to 2017 Budget. He noted that the Board Summary does not include unemployment, Social Security or IMRF figures. These numbers will be added at a later date and updated copies will be provided to Commissioners.

Commissioner Mosbarger commented that the Billy Casper Golf Report was great and covered all necessary information.

February 2017 and Year to Date Financials

Executive Director Salski said February’s beginning Pooled Cash was \$1,959,518. As of February 28, 2017, the total liabilities, equity and surplus (Pooled Cash) was \$1,485,507. Adjusting for Referendum Projects (\$171,554), net operating cash is \$1,787,964. The Golf accounts are not reported in the Park District software and don’t anticipate to be reported until December 2017. However, the total balance is \$98,697, which would increase net operating cash to \$1,886,661. As of February 28, 2016, the total liabilities, equity and surplus (Pooled Cash), adjusted for Referendum was \$1,365,516.

The District was \$43,327 under budget for the month of February 2017 and this is due to personnel expenses. The Master/Capital Fund provided the greatest impact due to expensing \$73,430 more than budgeted on Capital Projects. YTD the District is favorable \$195,442. The major contributor is the Master/Capital Fund being \$121,744 favorable. Both the General Fund and the Recreational Fund YTD are favorable \$18,319 and \$43,509 respectfully.

Commissioner Wallace moved, seconded by Commissioner Gronau to accept the February, 2017 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.

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Purchase Cards – Ratification

Director Salski reported that February 2017 purchases were \$39,842.49 versus February 2016 purchases which were \$44,278.64.

Commissioner Mosbarger moved, seconded by Commissioner Gordon, to ratify the Purchase Card payment of \$39,842.49.

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

Ordinance 2017-D 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.

Commissioner Gronau moved, seconded by Commissioner Gordon, to accept Ordinance 2017-D, the 2017 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, 2017 and ending December 31, 2017.

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.

Rain Bird Nimbus 2 Irrigation Computer – Rain Bird – Approval

Executive Director Salski said that the purchase of a Rain Bird Nimbus 2 Irrigation Computer was not included in the Capital budget. He noted that staff made several attempts to repair the computer, but they failed. Therefore, a new computer must be purchased, but the question is how to handle the payment.

Superintendent Foster advised that Option #1 would be a single payment of \$11,751, which includes a three-year warranty that provides software, hardware and technical support. Option #2 is to make three yearly payments at a total cost of \$12,786. Option #3 is to make a single payment of \$14,347, which includes a five-year warranty.

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Superintendent Foster said the District could purchase the three-year warranty now and then extend it later to the five-year if they chose.

After a discussion among Commissioners, all felt that paying for the computer with a three-year warranty, in one payment, would save at least \$1,000.

Commissioner Gordon moved, seconded by Commissioner Mosbarger, to approve the purchase of a Rain Bird Nimbus 2 Computer with a three-year warranty, paid by a single payment of \$11,751 and authorize the Executive Director, with attorney approval, to enter into an agreement with Rain Bird.

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.

WRITTEN COMMUNICATIONS

Community Comments/Correspondence – None

VERBAL COMMUNICATIONS

Superintendent Heiser noted that there will be a Hoops Classic Golf Tournament on April 1st.

Manager Bagley reported that staff has been receiving positive comments from employees about recent benefit changes.

Superintendent Lakeman stated that the Egg Hunts will take place on April 7 and 8 and sponsors are still needed for the 5K Event.

Tri-Board/Intergovernmental Committee – President Douglass advised that there was discussion at the last meeting with the Village of Lake Bluff, LBOLA and the Park District about Buckthorn removal along the Route 176 Corridor.

Executive Director Salski said he received a resident comment about the Park District obtaining excess sand from the Waukegan Harbor and he will check into this possibility.

EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner Ehrhard, to adjourn into Executive Session, at 7:05 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 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 7:30 p.m. with the following persons present: S. Ehrhard, B. Gordon, R. Douglass, K. Gronau, C. Mosbarger, B. Wallace and M. Jendreas.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner Gronau, to approve adjusted compensation for Executive Director Ron Salski, which was recommended by the Finance Committee and discussed in Executive Session.

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.

ADJOURNMENT

There being no further business, motion was made by Commissioner Ehrhard, seconded by Commissioner Gronau, to adjourn the meeting at 7:31 p.m. The motion carried by unanimous voice vote.

Approved this 17th day of April, 2017

Board of Commissioners

Lake Bluff Park District