

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF SPECIAL BOARD MEETING  
NOVEMBER 13, 2017**

The Special 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 West Washington, Lake Bluff, Illinois.

The meeting was called to order at 7:07 p.m. by President Douglass.

The following Commissioners were present when the roll was called: B. Gordon, K. McKendry, C. Mosbarger, F. Pitera, B. Wallace and R. Douglass.

Commissioner S. Ehrhard was absent.

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 Jamie Sabbach from 110%.

**Approval of Agenda**

Commissioner Mosbarger moved, seconded by Commissioner Gordon, to approve the November 13, 2017 Agenda as submitted.

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

**AYE:** B. Gordon, K. McKendry, C. Mosbarger, F. Pitera, B. Wallace, R. Douglass

**NAY:** None

**ABSTAIN:** None

**ABSENT:** S. Ehrhard

**Motion carried.**

**Statement of Visitors – None**

**OLD BUSINESS – BOARD AND STAFF WORKSHOP**

**2015 – 2019 Strategic Plan**

**Cost Recovery and Services Model and Philosophy – Presentation and Discussion**

Executive Director Salski said that the focus of the discussion tonight will get into the Cost Recovery and Services Model and make sure it fits what the Board is looking for. He explained that 110% is unable to include capital in the format and software, as requested by the Board. First, it would go beyond the scope of services and second, it would require an additional four months to potentially reprogram. He said that there is a possibility of staff developing a separate spreadsheet with categories, capital and performance.

## **Special Board Meeting of November 13, 2017**

Jamie Sabbach, from 110% Ltd., said the agenda tonight would include the Service Categories review, Cost Recovery Model #1, without debt, review; Cost Recovery Model #2, with debt, review; discussion; and next steps.

Ms. Sabbach noted that the local tax system should benefit services that are used by the community as a whole. She said the Board needs to decide to what degree the District should subsidize certain services.

Commissioners discussed the look of the two models and felt the information should be kept simple, therefore, averages should be omitted. A lengthy discussion ensued about moving some of the items into different categories, and Ms. Sabbach reminded Commissioners that they should look at a category as a whole.

Commissioner McKendry felt that the Board should strive to keep the current customers happy, and Ms. Sabbach noted that all residents pay taxes whether they use the facility or not.

All Commissioners agreed that the Park District is in the day care business.

Commissioner Wallace noted that the numbers in the current reports are from 2016, and when the 2017 numbers are finalized and plugged into new reports, then they will find out what the Park District is good at and where the profits are being made.

Commissioner Wallace suggested to switch the placement of Int/Adv Activities and Enrichment services; change the 75-90% to 75-100%; and move before/after school rec club from Specialized Services to Enrichment Services. Everyone agreed to these changes.

Ms. Sabbach explained details of Model #2 with debt service. Executive Director Salski reminded everyone that capital is not included in the reports.

In closing, Ms. Sabbach said she would update the District Services Categories to show the pool under Specialized Services and add studio to group fitness under the Rentals category. She stated she would complete the Strategic Direction Scorecard and prepare a report summary presentation for the Board Meeting on December 11, 2017.

## **ADJOURNMENT**

There being no further business, motion was made by Commissioner Mosbarger, seconded by Commissioner Gordon, to adjourn the meeting at 8:45 p.m. The motion carried by unanimous voice vote.

Approved this 18th day of December, 2017

Board of Commissioners

Lake Bluff Park District