

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
AUGUST 20, 2012**

The Regular Board 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.

Visitors: Ron Salski (Executive Director), Dave Peterson (Director of Facilities and Recreation Services), Rob Foster (Director of Golf & Park Maintenance), Janice Schnobrich

1. CALL TO ORDER:

President Considine called the meeting to order at 6:30 p.m.

2. ROLL CALL:

The following Commissioners were present when the roll was called:
Commissioners: Douglass, Ehrhard, Gronau, McKendry, President Considine
Commissioner Hart arrived at 6:35 p.m.

3. APPROVAL OF AGENDA:

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to approve the agenda of August 20, 2012 as presented.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, McKendry, President Considine
Nays: None
Abstain: None
Absent: Hart

4. STATEMENT OF VISITORS: None

5. APPROVAL OF MINUTES: July 16 Regular Board Meeting

A motion was made by Commissioner Ehrhard and seconded by Commissioner Douglass to approve the minutes of July 16, 2012 minutes as presented.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, McKendry, President Considine
Nays: None
Abstain: Gronau
Absent: Hart

6. APPROVAL OF MINUTES: July 30 Special Board Meeting

A motion was made by Commissioner Ehrhard and seconded by Commissioner Gronau to approve the minutes of July 30, 2012 minutes as presented.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, President Considine
Nays: None
Abstain: McKendry
Absent: Hart

7. CONSENT AGENDA

A motion was made by Commissioner Gronau and seconded by Commissioner McKendry to accept the items on the consent Agenda as presented.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, McKendry, President Considine

Nays: None

Abstain: None

Absent: Hart

Approve Invoice Schedule: Period Ending August 1 & 20, 2012

A motion was made by Commissioner Ehrhard and seconded by Commissioner Gronau to approve the bills payable schedule for August 1 & 20 in the following amounts.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, McKendry, President Considine

Nays: None

Abstain: None

Absent: Hart

GENERAL FUND	\$ 12,172.25
RECREATION FUND	\$ 43,707.53
FOR A TOTAL OF:	\$ 55,879.78

GENERAL FUND	\$ 14,559.83
RECREATION FUND	\$ 62,630.36
FOR A TOTAL OF:	\$ 77,190.19

8. FINANCE

A. July and YTD Financial Report

Executive Director Salski indicated the total liabilities, equity and surplus as of July 31 was \$1,204,264.31. As of August 15, the Park District cash balance was \$1,152,958.2842.

- 2012 YTD Budget vs. YTD Actual: Favorable \$190,282 compared to YTD budget
- 2012 YTD Actual Revenues: Favorable \$207,753
- 2012 YTD Actual Expenses: Unfavorable \$12,724

A motion was made by Commissioner Hart and seconded by Commissioner Gronau to accept the Treasurer’s report as presented.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, Hart, McKendry, President Considine

Nays: None

Abstain: None

Absent: None

B. Purchase Cards – Ratification

A motion was made by Commissioner Douglass and seconded by Commissioner Hart to ratify the Purchase Card payment of \$32,783.65.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, Hart, McKendry, President Considine

Nays: None

Abstain: None

Absent: None

9. NEW BUSINESS / ACTION ITEMS

A. 2013 Proposed Budget Process

Due to Incode’s efficient system and informative reports, staff is able to develop the 2013 Proposed Budget earlier than in previous years allowing for extensive Board discussion and planning related to policy, pricing, Capital Plan and Strategic Plan.

A motion was made by Commissioner Douglass and seconded by Commissioner Gronau to approve the process and meeting dates outlined by staff. The motion carried by unanimous vote.

10. WRITTEN COMMUNICATIONS

A. Community Comments

Supplied to Commissioners

B. Correspondence

Supplied to Commissioners

11. VERBAL COMMUNICATIONS

A. Staff:

Tami Zylka mentioned the following:

- Annual shutdown (August 16-17): carpets were cleaned, new lights were installed, fitness equipment was cleaned and inspected, men’s showers were re-grouted and tile floor was repaired, Group X studio floor was refinished, tile floors were top scrubbed, concrete floor was ground down and new floor installed, and painting and deep cleaning projects were completed.

Dave Peterson mentioned the following:

- Beach is open through Labor Day
- Pool hour are reduced now through Labor Day
- Tent rentals will exceed last year rentals of 12
- Tent walls do not make much difference in loudness for neighbors

Rob Foster mentioned the following:

- Piping in the ditch between holes one and two has been sodded
- Woodchips have been replaced at Artesian Park with 320 yards of certified playground mulch. It took staff 2.5 weeks to complete.
- Mawman Park ADA meeting is scheduled

B. Executive Director Report:

Executive Director Salski indicated the following:

- Commissioners are reminded to complete the Open Meetings Act board training before year end.
- PDRMA mock audit scores have been excellent
- Knollwood Neighbors picnic is scheduled for Sunday, August 26
- Beach Clean-Up is Saturday, September 15

C. Finance, Administration & Future Planning Committee: Items to discuss at the Committee of the Whole Meeting in September.

D. Beach & Parks Committee: None

E. Programs & Facilities Committee: None

F. 20 Year Capital Plan Citizen Task Force: Meeting is scheduled for Wednesday, August 23

G. Friends of the Lake Bluff Park District: Working towards finalizing the branding

H. Commissioner Comments: Paddle Open House is Saturday, September 8

I. President's Report: None

12. EXECUTIVE SESSION

A motion was made by Commissioner Ehrhard, and seconded by Commissioner Hart to move into Executive Session for the following reasons:

- A. 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).
- B. Discussion of the selection of a person to fill a vacancy in public office, as defined in the Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance, per Section 2.06 per 5 ILCS 120/2 (c) (3).
- C. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether parcel should be acquired, per Section 2.06 per 5 ILCS 120/2 (c) (5).
- D. The setting of a price for sale or lease of property owned by the public body, pursuant to Section 2 (c) (6) of the Open Meetings Act.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, Hart, McKendry, President Considine

Nays: None

Abstain: None

Absent: None

Executive Session began at 8:40 p.m.

A motion was made by Commissioner Hart and seconded by Commissioner Gronau to move out of Executive Session.

On the roll call, the vote was as follows:

Ayes: Douglass, Ehrhard, Gronau, Hart, McKendry, President Considine

Nays: None

Abstain: None

Absent: None

Executive Session ended at 9:06 p.m.

13. ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION: None

14. ADJOURNMENT

There being no further business, a motion was made by Commissioner Gronau and seconded by Commissioner Hart to adjourn the meeting at 9:07 p.m. The motion carried by unanimous vote.

Approved this 17th day of September 2012
Board of Commissioners
Lake Bluff Park District