

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
FEBRUARY 27, 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), Ed Heiser (Golf Professional) Janice Schnobrich, Julie Manning

1. CALL TO ORDER:

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

2. ROLL CALL:

The following Commissioners were present when the roll was called:

Commissioners: Considine, Douglass, Ehrhard, Hart, Gronau, McKendry, President Nickels

3. APPROVAL OF AGENDA:

A motion was made by Commissioner Hart and seconded by Commissioner Considine to approve the agenda of February 27, 2012 as presented.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: None

4. STATEMENT OF VISITORS: None

5. APPROVAL OF MINUTES: January 23 Regular Board Meeting

A motion was made by Commissioner Gronau and seconded by Commissioner Considine to approve the minutes of January 23, 2012 as presented.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: None

6. APPROVAL OF MINUTES: February 6 Committee of the Whole

A motion was made by Commissioner Hart and seconded by Commissioner Douglass to approve the minutes of February 6, 2012 as presented.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: McKendry

Absent: None

7. APPROVAL OF MINUTES: February 21 Facilities & Programs

A motion was made by Commissioner Ehrhard and seconded by Commissioner Gronau to approve the minutes of February 21, 2012 as presented.

On the roll call, the vote was as follows:

- Ayes:** Ehrhard, Chair Gronau
- Nays:** None
- Abstain:** None
- Absent:** None

8. CONSENT AGENDA

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

On the roll call, the vote was as follows:

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

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

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

On the roll call, the vote was as follows:

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

GENERAL FUND	\$ 14,022.30
RECREATION FUND	\$ 21,242.08
LIABILITY FUND	\$ 23,583.04
FOR A TOTAL OF:	\$ 58,847.42

GENERAL FUND	\$ 9,700.42
RECREATION FUND	\$ 46,819.08
SPECIAL RECREATION	\$ 32,939.55
FOR A TOTAL OF:	\$ 89,459.05

9. FINANCE

A. January Financial Report

Executive Director Salski indicated the total liabilities, equity and surplus as of January 30 was \$725,180.93. As of February 20, the Park District cash balance was \$721,244.34.

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

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: None

B. Purchase Cards – Ratification

A motion was made by Commissioner Considine and seconded by Commissioner Hart to ratify the Purchase Card payment of \$16,698.41.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: None

10. NEW BUSINESS / ACTION ITEMS

A. White Tent Century Tent Rental – Bid Results

The Park Board of Commissioners reviewed White Century Tent Rental bids at the February 6 Committee of the Whole meeting. Board members discussed whether to lease or purchase a tent and staff was directed to investigate further and provide a recommendation at the February 27 Regular Board Meeting.

The Facilities and Programs Committee discussed further the bid results at their February 21 meeting. Committee members recognized the savings in purchasing a tent but were concerned with a lack of long range plan and spending monies on capital expenses before a 20 Year Capital Replacement Plan is approved.

Two options were presented to the Board:

- Option 1: Tent Purchase Consideration
- Option 2: Reject current bids and rebid for a one-year lease with a separate buy option.

A motion was made by Commissioner Gronau and seconded by Commissioner Hart To accept Option 2-Reject Bid and Re-Bid for a One Year Tent Lease and a separate Buy Alternate (Option): Reject Base Bid 1, Base Bid 2, Option 1 bid, Option 2 bid and Buy Option dated February 2 and rebid the tent with specifications for a one-year lease and a separate buy alternate option. This option will allow the Board time to plan for all capital assets, evaluate the east wall of the tent and special use permit conditions.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: None

President Nickels and Executive Director Salski leave the meeting at 7:22 p.m. to attend the Village Zoning Board of Appeals meeting.

B. Use of Power Mobility Devices – Administration Policy Manual Section 4.20

The Park District is required to approve a policy on the use of Power Drive Mobility Devices. One of the key elements of the amended title I and II regulation is the requirement that park, forest preserve, conservation districts, municipalities, counties, states and SRAs, allow other power drive mobility devices in sites and facilities where pedestrians are allowed. A power drive mobility device is not a wheelchair. A wheelchair has a separate definition and is already allowed in facilities and parks.

A motion was made by Commissioner Considine and seconded by Commissioner Ehrhard to approve Section 4.20 – Use of Power Mobility Devices in the Administration Policy Manual.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: Nickels

C. Use of Service Animals – Administration Policy Manual Section 4.21

The Park District is required to approve a policy on the use of service animals. One of the key elements of the amended title I and II regulation is the requirement that park, forest preserve, conservation districts, municipalities, counties, states and SRAs, allow persons with disabilities to bring service animals into parks and facilities where pedestrians are allowed.

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry To approve Section 4.21 – Use of Service Animals in the Administration Policy Manual.

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: Nickels

11. WRITTEN COMMUNICATIONS

A. Community Comments

Supplied to Commissioners

B. Correspondence

Supplied to Commissioners

12. VERBAL COMMUNICATIONS

A. Staff:

Dave Peterson mentioned the following:

- Daddy – Daughter Luau had 61 participants
- Polar Plunge – Saturday, March 3, 2012
- Applications being accepted for summer employment

Ed Heiser mentioned the following relating to the Golf Club:

- Brochure mailed to all Lake Bluff, Lake Forest and Libertyville residents
- Updates to the lakebluffgolfclub.com website – including a Facebook page
- Potential course opening of Friday, March 9
- Pro shop opens March 1
- 15 memberships have already been sold
- Open House Saturday, March 17 from 9a.m.-1p.m.
- Outing business is outstanding with returns and some new events
- Capital purchase of \$6,200 for computers and Fore Reservations Software upgrade. This upgrade will make the Golf Club PCI compliant.

B. Executive Director Report:

Executive Director Salski returned at 7:55 p.m. and indicated the following:

- Tent was approved by the Village
- Cost of service model to be presented at the April Committee of the Whole meeting
- Board Retreat potentially in April
- Centralized location on the Park District website for all documents (20 Year Capital Plan, Pool Reports, ADA Transition Plan, Sunrise Beach & Advisory Committee etc.).
- Weekly communications meeting with staff
- Cancellation of March 6 Committee of the Whole Meeting

C. Finance, Administration & Future Planning Board: Looking for feedback on reports from the new accounting software included in the board packet. Two Commissioners tested electronic board packets and were pleased with the ease.

D. Facilities & Programs: February meeting to discuss request for reduction in swim club fees by the Lake Forest Swim Club. Committee will not make any changes at this time.

E. 20 Year Capital Plan Citizen Task Force: None

F. Friends of the Lake Bluff Park District Foundation (FLBPDF):
Three new candidates have been approved to join the Foundation.

G. Commissioner Comments:

The pool, barring any unforeseen circumstances, will be open on June 2, 2012.

G. Vice President's Report: None

13. EXECUTIVE SESSION

A motion was made by Commissioner Considine, and seconded by Commissioner Gronau 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).

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: Nickels

Commissioner McKendry leaves at 8:06 p.m.

Executive Session began at 8:06 p.m.

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

On the roll call, the vote was as follows:

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

Nays: None

Abstain: None

Absent: Nickels

Executive Session ended at 8:09 p.m.

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

15. ADJOURNMENT

There being no further business, a motion was made by Commissioner Gronau and seconded by Commissioner Douglass to adjourn the meeting at 8:09 p.m. The motion carried by unanimous vote.

Approved this 19th day of March 2012

Board of Commissioners

Lake Bluff Park District