

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
DECEMBER 16, 2013**

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 Considine.

The following Commissioners were present when the roll was called: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, and President K. Considine.

Commissioners K. McKendry and R. Wallace were absent.

Staff members present were Ron Salski, Executive Director; Jim Lakeman, Superintendent of Recreation, Safety, and Outreach Services; Ed Heiser, Superintendent of Facility Services & Head Golf Professional; and Rob Foster, Superintendent of Golf & Parks Maintenance.

Approval of Agenda

Commissioner Douglass moved, seconded by Commissioner Gronau, to approve the December 16, 2013 Agenda as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard and R. Wallace

Motion carried.

Statement of Visitors - None

Approve Minutes of November 18, 2013 Regular Board Meeting

Commissioner Gronau moved, seconded by Commissioner Gordon, to approve the Minutes of the November 18, 2013 Regular Board Meeting, as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

Regular Board Meeting of December 16, 2013

ABSENT: K. McKendry and R. Wallace
Motion carried.

Approve Minutes of November 18, 2013 Special Board Meeting

Commissioner Gordon moved, seconded by Commissioner Gronau, to approve the Minutes of the November 18, 2013 Special Board Meeting, as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine
NAY: None
ABSTAIN: None
ABSENT: K. McKendry and R. Wallace
Motion carried.

Approve Minutes of December 2, 2013 Special Board Meeting

Commissioner Douglass moved, seconded by Commissioner Gordon, to approve the Minutes of the December 2, 2013 Special Board Meeting, as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine
NAY: None
ABSTAIN: None
ABSENT: K. McKendry and R. Wallace
Motion carried.

Approve Minutes of December 2, 2013 Committee of the Whole Meeting

Commissioner Gronau moved, seconded by Commissioner Douglass, to approve the Minutes of the December 2, 2013 Committee of the Whole Meeting, as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine
NAY: None
ABSTAIN: None
ABSENT: K. McKendry and R. Wallace
Motion carried.

CONSENT AGENDA

Approve Invoice Schedule for the period ending December 1, 2013
Approve Invoice Schedule for the period ending December 16, 2013

Regular Board Meeting of December 16, 2013

Commissioner Gronau moved, seconded by Commissioner Douglass, to accept the items on the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry and R. Wallace

Motion carried.

Commissioner Gronau moved, seconded by Commissioner Gordon, to approve the items on the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry and R. Wallace

Motion carried.

FINANCE

November – Monthly Financial Report

Director Salski reported that the October beginning Pooled Cash was \$2,427,805.00. As of November 30, 2013, the total liabilities, equity and surplus (Pooled Cash) was \$2,243,501.75.

During the month of November, the District was \$1,882.00 unfavorable. After adjusting for no rollover bond proceeds, the District was \$45,118.00 favorable. The major contributor was the Recreation Fund, showing \$48,209.00 over budget.

Commissioner Gordon moved, seconded by Commissioner Gronau, to accept the November, 2013 Financial Report.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry and R. Wallace

Motion carried.

Purchase Cards – Ratification

Regular Board Meeting of December 16, 2013

Director Salski reported that November 2013 purchases were \$38,816.02 versus November 2012 purchases which were \$29,422.69.

Commissioner Douglass moved, seconded by Commissioner Gronau, to ratify the Purchase Card payment of \$38,816.02.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry and R. Wallace

Motion carried.

NEW BUSINESS/ACTION ITEMS

Ordinance 2013-R – Tax Levy Ordinance

Director Salski explained that the 2013 Tax Levy was discussed during a Special Meeting, Public Hearing and Regular Board Meeting. At a September 9th Committee of the Whole Meeting and during the Special Capital Meetings, the Board agreed to increase the tax levy.

Commissioner Gordon moved, seconded by Commissioner Gronau, to approve Ordinance 2013-R, an Ordinance for the Levy and Assessment of Taxes for the 2013 Tax Levy of the Lake Bluff Park District of Lake County, Illinois, in the amount of \$2,680,428.07.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry and R. Wallace

Motion carried.

Ordinance 2013-N – 2014 Regular Board and Committee of the Whole Meeting Dates

Director Salski advised that per Park District Code, it is required to approve a Resolution stating the Regular Board and Committee of the Whole Meeting dates for 2014. Staff revised the January and February dates, as the meeting dates fell on a holiday.

Commissioner Gordon moved, seconded by Commissioner Douglass, to approve Resolution 2013-N, 2014 Regular Meeting Dates and Committee of the Whole Meeting dates.

On the roll call, the vote was as follows:

Regular Board Meeting of December 16, 2013

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry and R. Wallace

Motion carried.

PTO – Birdhouse Libraries

Director Salski said that PTO President Anne Stewart approached the Park District about collaborating with them to place Birdhouse Libraries on park property. These Libraries allow kids/adults to place and/or pick up books in a wood structure that looks similar to a birdhouse or mailbox. He said the PTO would be responsible for purchase, vandalism and managing the content. The Park District would only be responsible for installation and allowing the equipment on park property.

Commissioners liked the idea of residents sharing books.

Commissioner Gordon moved, seconded by Commissioner Douglass, to authorize the Executive Director to enter into a Memorandum of Understanding with the PTO of the Lake Bluff Middle School regarding Birdhouse Libraries. The motion carried by unanimous voice vote.

WRITTEN COMMUNICATIONS

Community Comments/Correspondence

Written information was provided to Commissioners and placed on file by Director Salski.

VERBAL COMMUNICATIONS

Director Salski said that the Park District/LBOLA Winter Solstice Bonfire would take place on December 21, 2013.

Superintendent Foster reported that the ice rink was up and running.

Commissioner Ehrhard reminded everyone that the Summer Block Party was scheduled for July 19, 2014.

EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner Gronau, to adjourn into Executive Session, at 6:55 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).

On the roll call, the vote was as follows:

Regular Board Meeting of December 16, 2013

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry and R. Wallace

Motion carried.

The regular meeting reconvened at 6:59 p.m. with the following persons present: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, R. Wallace, K. Considine, R. Salski, J. Lakeman, E. Heiser, R. Foster, and M. Jendreas.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

Commissioner Ehrhard moved, seconded by Commissioner Douglass, to approve Resolution 2013-O – Authorizing Release of Minutes.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: K. McKendry

Motion carried.

ADJOURNMENT

There being no further business, motion was made by Commissioner Gronau, seconded by Commissioner Gordon, to adjourn the meeting at 6:59 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Kevin Considine, President

Ron Salski, Secretary

Marcia Jendreas, Recording Secretary

Approved this day of January 2014
Board of Commissioners
Lake Bluff Park District