

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
April 13, 2010**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on April 13, 2010 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 3:45 p.m. by President Durkin who directed a call of the roll.

II. Roll Call

Present: Commissioners Motley, Duffy, Foley, Sarocka, Durkin. Absent: None. Also present was Board Attorney Charles Smith.

III. Consent Items

- A. Minutes
March 9, 2010 (Board of Commissioner Meeting)
March 22, 2010 (Committee of the Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Foley, seconded by Commissioner Motley, to approve the Consent Items and to pay the bills as presented. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

IV. Public Portion

A. PDRMA Plaque Presentation. Jackie Pierce of PDRMA presented a plaque to the Park District recognizing its continued performance at an A level. Tanya Brady accepted the plaque on behalf of the park district.

Jim Glogovsky introduced Stacy Jozefiak, the new HR payroll account assistant. Ms. Jozefiak stated she was pleased to be working for the Park District.

VI. Progress Reports

A. Executive Director
Greg Petry presented a written report and orally reported that construction has resumed at the sports complex and that the grass planted last fall is coming up. Permits for the roadway are being applied for and the project is on time and still within budget.

Mike Trigg updated the Board on the construction. The Board asked to be notified when the artificial turf is installed so they could watch the installation.

Mr. Trigg also reported that no trees were damaged during the winter and that at fields 10 and 11, the grass is coming up.

Mr. Petry recapped the April 8 meeting and advised that subsequent to that meeting, he is still receiving numerous calls and communications with ideas. A follow up meeting is planned for April 26, 2010 as part of the Committee of the Whole.

Commissioner Foley advised that Mr. Barry Gallagher had called her and apologized for missing the meeting and wants to be included in any future meetings.

B. Attorney

Board Attorney Charles Smith reported that he will be appearing in court on the Vakili case on April 20 and that any further discussions concerning the case will be reported in closed session in a future meeting.

C. IAPD/Legislation Update – Mr. Petry advised that he has received no recent written communications on legislative matters. Park District representatives will be attending a meeting in Springfield to participate in the IAPD Parks Days at the Capitol.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report and noted that Waukegan Township Assessor Pat Morris advised that a multiplier will not be used this year, but perhaps next year. Tax extension rates affect both the corporate and recreation funds. Mr. Glogovsky also reported that there has been a decline in EAV from \$1,629,849 in 2008, to \$1,562,796, or a decrease of 4.11%. Mr. Glogovsky expects this trend to continue to go down over the next year.

Mr. Petry advised that he has learned that two TIF districts in Waukegan are going to be retired early and that this should somewhat improve the cash flow from taxes from those areas.

A special meeting has been scheduled for April 30, 2010 at noon to approve the 2010/2011 budget.

Bonnie Brook food revenue was reviewed.

D2. Cultural Arts. Claudia Freeman presented a written report and invited the commissioners to attend the WTTW event on April 24 at 6:00 p.m. She also advised that the theater was closing this coming weekend. Also, the complete works of Shakespeare will be shown.

A meeting of the Historical Society planned for April 18, 2010.

D3. Parks. Michael Trigg presented his written report and orally reported that three elm trees will be planted as part of the Arbor Day celebration on April 30 to replace trees taken down in Belvidere Park last year.

Mike Pavelich reviewed logos for the sports park and received feedback on two logos to be brought back before the Board in May.

Commissioner Duffy asked Mr. Trigg about roof leaks at the Field House and Mr. Trigg advised that flashing has been done to repair the leaks.

D4. Recreation. Alicia Mentell presented a written report and advised that Ed Link is delighted to have been named as the Grand Marshal of the American Independence Parade.

Parade finances were discussed and the Board was reminded that the reserves for the funding of the parade would be exhausted after this year and alternative funding would have to be found, particularly in light of the City's inability to financially sponsor the parade in the future.

The Board reviewed the written reports on the Polar Bear Plunge and WinterFest. The Board favored elimination of WinterFest based on the lack of participation and the high costs associated with the event.

Jay Lerner made a presentation on the sports park pro-forma, including field revenues, parking, concession rates and expenses. The Board applauded Mr. Lerner for an excellent presentation and felt that the staff had put together a good pro-forma for how the sports complex will operate upon completion.

VII. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes.

Bedrosian Park Change Orders Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve change orders presented by Stuckey Construction Co. to (1) add wire fabric to play court and picnic area in the amount of \$962.00; (2) remove and place 152 sq. ft. of sidewalk in two locations in the amount of \$7,096.17; and (3) issue a credit for conduit not used on the main line in the amount of \$605.80, for a total amount of \$7,452.37. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

SportsPark – Change Order Proposals. Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve change order 053 to Berger Excavating Contractors, Inc. in the amount of \$3,655 for additional manholes and storm sewers on the north side of Beach Road. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve change order 054 to Grasswick Excavating in the amount of \$13,850; change order 055 to Clean Cut Tree Service in the amount of \$7,500; and change order 056 to Silt Fencing Midwest, Inc. in the amount of \$534.75 for the construction of a berm along Green Bay Road and Beach Road. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

Fuel Tank – Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the quote of Ampsco in the amount of \$19,641 to furnish and install one 750 gallon split tank 500/250 at the SportsPark maintenance building. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

Administration – Quarterly Brochure Printing Bid – Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve the quote of Castle-Printech in the amount of \$12,905 for the printing of the Park District’s quarterly brochures. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

B. Agreements

Jeff Ellis & Associates - Motion by Commissioner Foley seconded by Commissioner Duffy, to approve the agreement with Jeff Ellis & Associates, Inc. for audits of the Aquatic Safety and Risk Management Services. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

C. Interfund Transfers –

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M2) Recreation (02-24-11-473-9999)	\$3,750.00	\$3,750.00

Purpose: Offset general cultural arts program costs

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M16) Recreation (02-24-11-473-9999)	\$ 250.00	\$ 250.00

Purpose: Dance Scholarships.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M24) Recreation (02-24-86-473-9999)	\$3,000.00	\$3,000.00

Purpose: Offset theater & opera program costs

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M29) Recreation (02-91-11-473-9999)	\$3,500.00	\$3,500.00

Purpose: Offset WSOCC program costs.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M48) Recreation (02-91-11-473-9999)	\$3,200.00	\$3,200.00

Purpose: Offset program costs for the Do It Yourself Messiah

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M43) Recreation (02-46-92-473-9999)	\$ 64.00	\$ 64.00

Purpose: Spring break youth sports & fitness and Jr. Bulldogs scholarships

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M43) Recreation (02-46-42-473-9999)	\$ 22.00	\$ 22.00

Purpose: Youth Tae Kwon Do scholarships

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (M51) Recreation (02-13-13-473-9999)	\$1,000.00	\$1,000.00

Purpose: Recreation sponsorships to offset Eggstravaganza event expenses

<u>Fund</u>	<u>From</u>	<u>To</u>
Working Cash (11-11-111-583-9999) Corporate (01-11-11-473-9999)	\$ 874.00	\$ 874.00

Purpose: Transfer of interest according to budget plan

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-46-72-551-3100) Special Recreation (08-13-72-551-3100)	\$ 770.33	\$ 770.33

Purpose: Correcting a posting error on a portable basketball stand

Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the interfund transfer as presented Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Durkin. Nays: None. Absent: None. Motion carried unanimously.

D. 2010-11 Salary Schedules

Motion by Commissioner Motley, seconded by Commissioner Foley to approve the 2010-11 Salary Schedules as presented.

VII. Closed Session

No motion was made to adjourn into executive session.

VIII. Questions from Commissioners.

Commissioner Motley commented that he was pleased to see the SportsPark coming together so well. He expressed his appreciation to Mr. Lerner for putting together the pro-forma.

Commissioner Foley urged everyone to attend the complete works of Shakespeare this weekend.

Commissioner Sarocka stated that he was glad to see Bonnie Brook golf course open and people playing golf. He was hoping that Wayne Motley would preside as president of the Park District during 2011-2012 as the SportsPark opens.

Commissioner Duffy had no comments.

President Durkin complemented Mr. Lerner for his presentation on the SportsPark.

IX. Adjournment

Motion by Commissioner Motley, seconded by Commissioner Duffy to adjourn regular session. Motion carried unanimously. Meeting adjourned at 5:45 p.m.

Respectfully submitted,

Charles W. Smith
Secretary