

**Minutes of the Waukegan Park District
June 12, 2007**

The Commissioners of the Waukegan Park District met in a regular meeting on June 12, 2007 in the Administrative Office of the District, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

President Duffy called the meeting to order at 3:15 p.m. and directed the roll.

II. Roll Call

Commissioners Durkin, Motley, Sarocka, Foley and President Duffy were present. Absent: None.

III. Consent Items

The following items were presented for review and approval under the consent section of the agenda:

- A. Minutes
 - May 8, 2007 (Board of Commissioners)
 - March 13, 2007 (Executive Session)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Durkin, seconded by Commissioner Motley, to approve the consent items and to pay the bills as presented. Roll call to the motion: Duffy, Durkin, Motley, Sarocka. Nays: None. Motion carried unanimously.

IV. Public Portion

No members of the public sought to address the Board.

Public Hearing – Budget & Appropriation Ordinance 07-05. President Duffy opened the hearing requesting public comment. Hearing none, President Duffy closed the hearing.

Introduction of Interns. Newly hired interns were introduced to the Board. Alicia Mentell introduced Shannon Bode, Oscar Escobar, Kim Ater, and Jack Hilgers. Mike Trigg introduced Cal Bower.

Presentation of CPRP Certification. Deb Caruthers of the Illinois Park and Recreation Board presented recreation professional certifications to Travis Bakken and Lara Wahlbeck. The Board commended both Travis and Lara on obtaining the certification and thanked Ms. Caruthers for making the presentation.

V. Progress Reports

A. Executive Director - Greg Petry presented a written report to the Board and reported on land cash donations. Mr. Petry advised that he has met with Russ Tomlin relative to the Ferris development and a land cash donation that is expected from that development. He stated that he has also met with the developer who is constructing 17 homes at the Merit Club. There is strong support from the city of Waukegan for all land cash donation requests.

Mr. Petry also reminded the Commissioners of the NRPA Congress and to contact Sally for registration and hotel arrangements.

B. Attorney Report – Mr. Smith reported on the status of the complaint relative to the erosion at the Bluff Street property; a lawsuit will be prepared and filed. Mr. Smith also reported that the negotiations with the Genesee Theatre for the “Do It Yourself Messiah” have been completed and the contract is ready for signature.

C.1 Finance & Administration – Steve Warneke presented his written report to the Board and advised that the receipts from real estate taxes are beginning to come in.

Audit Update – Pat Dutcher advised the Board that the audit is on schedule and a preliminary report should be ready for the Board’s review in August. Mr. Dutcher also stated that the Golf and Enterprise Fund is subject to new accounting rules and that enterprise funds or fees that are received from both golf and the Fieldhouse need to be accounted for as an “enterprise fund” and it is likely it will need to be reflected in the audit report as such.

C.2 Cultural Arts - Claudia Petrusky presented her written report which included the Waukegan Historical Society Annual Report, to the Board.

C.3 Parks – Michael Trigg presented a written report to the Board and also stated that he had a number of items for the Board to consider for bid approval.

Mr. Trigg reported that the BMX regionals will be held in August at Callahan Park BMX track. They are anticipating approximately 500 participants and a potential attendance of over 1,000 guests. Mr. Petry and Mr. Trigg are working with area hotels to arrange for accommodations. Questions were raised concerning parking, and it was reported that staff is working out parking arrangements.

Commissioner Sarocka questioned why the alarm sounded at the Bonnie Brook Golf Course and Mr. Trigg explained that it was a compressor malfunction and there was no damage to the clubhouse.

C.4 Recreation - Alicia Mentell presented her written report and advised that Ganster Pool had opened on June 9th after emergency repairs following the June 7th rain and windstorm. She also reported that the Fishing Derby was held the weekend of June 6th and that weather curtailed attendance and participation for this event.

Ms. Mentell reported that the expo for sign language will be held at the Hinkston Fieldhouse on Saturday, June 16.

American Independence Festivities – Ms. Mentell reported that there has been \$7,934 received from the private sector and \$9,000 from the City of Waukegan for the event. The organization of the event is going well and entries for the parade are still being received.

Very Special Arts Festival – Ms. Mentell announced that a festival will be held and encouraged commissioner attendance.

VI. Review, Discuss, Decide

A. ORDINANCES

FY 2007-08 Budget and Appropriation #07-04 – Motion by Commissioner Motley, seconded by Commissioner Durkin, to approve the 2007-08 Budget and Appropriation Ordinance with directions for Steve Warneke to file with the Clerk after approval. Roll call to the Motion: Ayes: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.

Prevailing Rate of Wage 07-05 – Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the 2007-07 Prevailing Wage Ordinance. Roll call to the Motion: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.

B. AUTHORIZATION TO ACCEPT BIDS/QUOTES

Construction of a Deep Well at Bonnie Brook Golf Course – Motion by Commissioner Durkin, seconded by Motley, to approve the low bid of Henry Boysen Well Drilling in the amount of \$360,015 for construction of the deep well at Bonnie Brook Golf Course, with a budget for the project estimated between \$472,515 and \$562,515. Roll call to the Motion: Ayes: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously. Mr. Trigg advised the Board that it will take approximately four weeks of drilling after this project is started in order to complete the well.

Water Main Installation and Plumbing for Restroom Building at Bowen Park/Bonnie Brook Maintenance Facility and Orchard Hills Golf Course Parking Lot Improvements – **Motion by Commissioner Sarocka, seconded by Commissioner Durkin, to reject all bids for the water main installation and plumbing for the restroom at Bowen Park and to reject all bids for the Bonnie Brook Maintenance Facility and Orchard Hills Golf Course parking lot improvement as not meeting the Park District budget. Roll call to the motion: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.**

Bonnie Brook Playground Equipment – **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to waive bid requirements and to accept the bid from Nutoys Leisure Products in the amount of \$22,906 for the Bonnie Brook playground equipment as this is a specialized product and the Park District has used the same product at other playground facilities. Roll call to the Motion: Ayes: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.** The Commissioners were advised that this project will be starting in August.

Parks Maintenance Facility Rooftop Air Conditioning Unit – **Motion by Commissioner Sarocka, seconded by Durkin, to approve the bid of Semec Contractors, LLC in the amount of \$17,214.12 for PMF rooftop air conditioning unit replacement. Roll call to the Motion: Ayes: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.**

News Sun Advertising – **Motion by Commissioner Durkin, seconded by Commissioner Sarocka, to approve the agreement between the Park District and STNG for advertising Park District program for 52 weeks for half-page ads at a cost of \$429 per half-page ad with options for additional ads at this rate. Roll call to the Motion: Ayes: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.**

C. INTERFUND TRANSFERS. **Motion by Commissioner Motley, seconded by Commissioner Durkin, to approve the interfund transfer in the amount of \$64,598.75 from the Corporate Fund to the Debt Service Fund for Series 1998 Bond Interest; \$67,677.50 from the Corporate Fund to the Debt Service Fund for Series 1999 Bond Interest; \$152,327.50 from the Corporate Fund to the Debt Service Fund for Series 2004 Bond Interest; \$166,879.38 from the Corporate Fund to the Debt Service Fund for Series 2005 Bond Interest; and \$300,000 from the Recreation Fund to the Capital Fund to transfer excess cash. Roll call to the Motion: Ayes: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.**

VII. Questions From Commissioners

Commissioner Durkin requested that the July, August, and September meetings start at 3:00 p.m. rather than 3:15 p.m. Notice is to be sent to media outlets advising them of the change in time.

Mr. Petry announced that the Partners in the Park event will be held on June 22, 2007 with a lunch at 1:00 p.m. He also advised the commissioners on fundraising for the Partners in the Park outing and for the American Independence parade.

The second part of commissioner orientation is scheduled for June 25, 2007 at 3:15 p.m. at the Committee of the Whole Meeting.

VIII. Executive Session. Motion by Commissioner Motley, seconded by Commissioner Durkin, to enter into executive session pursuant to 120/2(c)(5), the Purchase or Lease of Real Property at 4:40 p.m.. Roll call to the Motion: Ayes: Duffy, Durkin, Motley, Sarocka, Foley. Nays: None. Motion carried unanimously.

Following executive session, **Motion by Commissioner Foley, seconded by Commissioner Durkin, to adjourn executive session at 5:00 p.m. and return to the open session. Motion carried.**

IX. ADJOURNMENT

Motion by Commissioner Foley, seconded by Commissioner Durkin, to adjourn. Motion carried. Meeting adjourned at 5:00 p.m.

Respectfully submitted,

Charles W. Smith
Secretary