

**Minutes of the Waukegan Park District
April 10, 2007**

The Commissioners of the Waukegan Park District met in a regular meeting on April 10, 2007 in the Administrative Office of the District, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

President Bill Durkin called the meeting to order at 3:45 p.m. and directed the roll.

II. Roll Call

Commissioners Duffy, Motley and Jimerson and President Durkin were present.

III. Consent Items

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

IV. Public Portion

No members of the public sought to address the Board.

V. Progress Reports

A. Executive Director - Greg Petry presented a written report to the Board and advised that he is working with the Board's attorney to record a lien against the Phoenix Developer Partnership for the development on Route 120. By recording a lien, it will put prospective buyers on notice that there is a cash donation due the Park District if they seek to develop the property.

Mr. Petry reported on the progress on the acquisition of the Johns Manville property for a soccer complex and stated that he had participated in a conference call on April 10, 2007 with the USEPA and the IEPA, the Park District, and Johns Manville. The IEPA is not willing to agree to requests made by Johns Manville to accept the remediation that they have done on the property. The USEPA is also expressing concerns about the need to combat airborne asbestos. At the conclusion of the conference call, the USEPA and the IEPA representatives agreed to meet separately to try to resolve their jurisdictional issues over the site and to bring Johns Manville and the Park District back for a conference call on April 20, 2007.

Mr. Petry advised that he will be participating in a round table discussion with all park districts and the Forest Preserve District who own golf courses in Lake County on April 30, 2007 to discuss how these park districts are dealing with the decreased demand for golf.

B. Attorney Report – Mr. Smith reported to the Board that he has met with Mike Trigg concerning a property owner on Bluff Street who has been illegally dumping into the ravine and onto Park District property. Mr. Smith advised the Board that he has written to the City Attorney for code enforcement, Anne Linn, and is awaiting word as to whether building, site and grading permits were issued for the property. If it is determined that these permits were not applied for, the City will be asked to file a lawsuit for violation of its ordinances. If the dumping has occurred illegally on Park District property, the Park District will file a suit to seek to remediate the problem.

C.1 Finance & Administration – Steve Warneke presented his written report to the Board and advised that he had in the past day received the monthly corporate replacement tax which is up approximately six percent over last year. Mr. Warneke also advised that there will be a lottery on April 12, 2007 for tee times among passholders. As of this time there are seven fewer applicants for tee times than last year. Additionally, he advised them that there may be local media coverage of Bonnie Brook Golf Course from Fox Sports who are doing a report on area golf courses with the best value.

Mr. Warneke then reviewed with the Board the budget worksheet that was provided in their packets.

C.2 Cultural Arts - Claudia Petrusky presented her written report to the Board and advised that on May 19, 2007 the Illinois Arts Council wants to do an event to promote the Illinois Arts District Act and Senate Bill 660. There will be a performance at the Jack Benny Center with refreshments prior to the performance.

C.3 Parks – Michael Trigg presented a written report and advised the Board that there will be a tree planting ceremony at Roosevelt Park for Arbor Day on April 27, 2007 and asked all Commissioners to attend.

Mr. Trigg distributed a draft flyer for June is Parks Month and reviewed it with the Board.

Mr. Trigg has been regularly attending meeting with the BMX organization and passed out information concerning racing dates. He commended the group for its work and advised that they plan to host a regional race at the Waukegan BMX track on August 10-12, 2007. There may be as many as 1,000 racers at this event from all over the Midwest area. Local businesses will be advised of the influx of people who will be attending this event.

The Board discussed with Mr. Trigg the graffiti problems and was advised that an arrest had been made in at least one of the vandalism incidents. The City of Waukegan is experiencing an increase in graffiti vandalism as well as the schools.

C.4 Recreation - Alicia Mentell presented her written report and advised that the fitness membership at the Field House has now reached 1,300 members.

American Independence Festivities Committee activities were reviewed. The theme of the 2007 parade will be "Celebrating America" and the Grand Marshal will be Beverly Millard.

The Board reviewed with Ms. Mentell the request for economic support from the City. Waukegan is going to be again asked to make a contribution to the Park District in the amount of \$22,000 for sponsorship of all Park District events that the City has previously participated in and the Park District will then allocate the funds, if approved, among the various events. Commissioner Duffy asked that the ordering of T-shirts and other advertising material for the parade proceed as if the City's financial support was going to be received and Ms. Mentell agreed to do that.

VI. Review, Discuss, Decide

A. INTERFUND TRANSFERS. **Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve the interfund transfer as follows:**

▪	<u>Fund</u> Corporate (011111) Capital Projects (301111)	<u>From</u> \$1,092,725	<u>To</u> \$1,092,725
	<u>Purpose:</u> Fiscal Year 2006-07 Funding for Capital		
▪	<u>Fund</u> Golf (032651) Capital Projects (301111)	<u>From</u> \$10,020	<u>To</u> \$10,020
	<u>Purpose:</u> Golf Cart Loan – 4 th Payment of 5		
▪	<u>Fund</u> Working Cash (111111) Corporate (011111)	<u>From</u> \$5,006.95	<u>To</u> \$5,006.95
	<u>Purpose:</u> Interest Earnings through March 31, 2007 Transfer to Corporate		

Roll call to the Motion: Ayes: Durkin, Duffy, Motley, Jimerson. Nays: None. Motion carried unanimously.

B. AGREEMENTS

▪ Discontinuum Golf – **Motion by Commissioner Jimerson, seconded by Commissioner Duffy, to approve a Use Agreement Between the Waukegan Park**

District and Discontinuum Golf Club of Northeastern Illinois for use of Henry Pfau Callahan Disc Golf Course at Bevier Park and expansion holes and a Use Agreement between Waukegan Park District and Waukegan BMX Club for the non-exclusive use of Henry Pfau Callahan Park for the BMX track. Roll call to the motion: Ayes: Durkin, Duffy, Motley, Jimerson. Nays: None. Motion carried unanimously.

C. AUTHORIZATION TO ACCEPT BIDS

▪ **Parks Division – Contractual Mowing Services – Motion by Commissioner Duffy, seconded by Commissioner Motley, to approve the low bid of Ski’s Landscaping of Waukegan in the amount of \$12,800 for landscaping maintenance and grass mowing services at Diversity Park, Arbor Park, Serenity Park, and Red Farm Park. Roll call to the motion: Ayes: Durkin, Duffy, Motley, Jimerson. Nays: None. Motion carried unanimously.**

D. FY 2007-2008 – Motion by Commissioner Duffy, seconded by Commissioner Jimerson, to defer the fiscal year 2007-2008 budget, the Three Year Capital Improvement Plan, and the 2007-2008 Salary Schedules until an adjourned meeting on April 23, 2007 at 5:00 p.m. Motion carried unanimously.

E. FY 2006-2007 REAPPROPRIATION ORDINANCE – Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve the Reappropriation Ordinance ,for fiscal year ending April 30, 2007, being Ordinance 07-03. Roll call to the Motion: Ayes: Durkin, Duffy, Motley, Jimerson. Nays: None. Motion carried unanimously.

F. POLICIES

▪ **Discipline – Motion by Commissioner Jimerson, seconded by Commissioner Duffy, to approve the amendment to Section 4.6 of the Personnel Policy covering discipline as presented. Roll call to the Motion: Ayes: Durkin, Duffy, Motley, Jimerson. Nays: None. Motion carried unanimously.**

VII. EXECUTIVE SESSION – No executive session was called.

VIII. QUESTIONS FROM COMMISSIONERS

Commissioner Jimerson expressed his pleasure with seeing the fitness membership reach 1,300 and the staff’s response to his request for additional equipment at the Field House. He also expressed his thanks to Steve Warneke and his staff for their assistance in helping him to understand the Park District budget.

Mr. Petry advised the Board that there is an all employee meeting at the Bonnie Brook Golf Course at 9:30 a.m. on April 11, 2007 and invited any Commissioner who was interested to attend.

Alicia Mentell advised the Board that the Special Recreation Board dinner is scheduled for April 25, 2007 and is being hosted by the Round Lake Area Park District. Any Commissioner wishing to attend should advise her.

IX. ADJOURNMENT

Motion by Commissioner Jimerson, seconded by Commissioner Motley, to adjourn the meeting until April 23, 2007 at 5:00 p.m. to consider the budget and salary schedules. Motion carried. Meeting adjourned at 5:10 p.m.

Respectfully submitted,

Charles W. Smith
Secretary