

**Minutes of the Waukegan Park District
Special Meeting of the Board of Commissioners
August 26, 2014**

The special meeting of the Board of Commissioners of the Waukegan Park District met on August 26, 2014 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:40 p.m. by President Duffy who directed a call of the roll.

II. Roll Call

Present: Commissioners Kilkelly, Sarocka, Bridges and President Duffy.
Absent: None. Also present was Executive Director Greg Petry and Board Attorney/Secretary Charles Smith.

Commissioner Foley arrived at 4:45 p.m. Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly to seat Commissioner Foley.

III. Public Portion.

A. Lake County Forest Preserve Presentation Regarding Trail Connections.

Randy Seebach, of the Lake County Forest Preserve, along with Forest Preserve members Diane Hewitt, Audrey Nixon, and Bill Durkin, make a presentation concerning the proposal for connection of the Forest Preserve trail system to service the northeast portion of Lake County. Mr. Seebach provided illustrations of the proposed trail that would connect Lyons Woods to the Waukegan Savanna Forest Preserve site. Mr. Seebach also showed the entire county trail system, as well as the existing Lake County Department of Transportation trail system. The Forest Preserve has several major trails, including the Millennium Trail, which has 20 of 36 miles completed; Fort Hill Trail, Des Plaines River Trail, Casey Trail, and the planned Middlefork Trail, of which 4 of 15 miles is complete.

The Forest Preserve is reaching out to municipal bodies that would benefit by the connection of the Lyons Woods to Waukegan Savanna facilities. The proposed area of the trail would go through parts of Callahan Park and Bevier Park, and will also run through the Commonwealth Edison right-of-way.

This project is particularly well-suited for a grant application which would pay 80% of the construction costs.

Mr. Seebach explained that the project needs to have Phase I engineering done in order to make a grant application in January 2015 and that the Forest Preserve is seeking support from the Waukegan Park District, City of Waukegan, Village of Beach Park, and Waukegan Township.

Commissioner Kilkelly asked if there were any safety crossing concerns at Lewis Avenue. Mr. Seebach advised that the area will be striped and crossing lights will be activated at the area where trail users would be crossing.

Mr. Petry inquired as to why the trail is not making use of Wadsworth Avenue. Mr. Seebach explained that they try to stay away from the more congested roadways and that going through parks and the Commonwealth Edison right-of-way presents a better trail.

Commissioner Foley asked if there will be benches or areas for people to rest. Mr. Seebach stated that they will be planned and designed into the trail.

Commissioner Foley also asked about shade areas. Mr. Seebach stated that trees will be planted.

Commissioner Sarocka asked if snowmobiles will be allowed on the trails. Mr. Seebach advised that Commonwealth Edison will not allow motorized vehicles on its easement and that much of the trail would be on Commonwealth Edison land.

Mr. Seebach and Ms. Hewitt explained that in order to qualify for the grant that the trail would need to be at least eight feet wide and that might be a problem in some of the areas of the trail, but the trail will be designed to meet the grant specifications.

Commissioner Kilkelly asked about connecting the SportsPark to the trail system. Mr. Seebach stated that that would be desirable, but there are other factors to be considered, including the proximity to the Waukegan Airport, which would have to be taken into account before making a decision in that regard.

Mr. Seebach and Ms. Hewitt requested a letter of support for the grant application, but also requested financial assistance with the \$75,000 for Phase I engineering costs and requested that the Waukegan Park District contribute \$10,000 towards that cost. Phase I engineering will have to be completed by January 2015 in order to make the next cycle for grant applications.

President Duffy suggested that the Forest Preserve also consider running a trail along Lake Michigan connecting the Illinois Beach State Park and the Waukegan lakefront. Mr. Seebach stated that was an exciting idea and would look into this possibility.

The commissioners thanked the Lake County Forest Preserve for its presentation, following which the commissioners voiced their support and asked that the request for a contribution be put on the Board's September agenda.

IV. Review, Discuss, Decide

A. Memorandum of Understanding Between the City of Waukegan and the Waukegan Park District - Policing of Park District Property. **Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the Memorandum of Understanding between the City of Waukegan and Waukegan Park District for police services.**

Attorney Smith reminded the Board that since he performs legal services for both the City of Waukegan and the Waukegan Park District, that he could not advise the Board regarding this matter.

Roll call to the motion: Ayes: Kilkelly, Foley, Sarocka, Bridges, Duffy. Nays: None. Absent: None. Motion carried unanimously.

B. Speer Financial Services Agreement. **Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to approve the Financial Services Agreement between the Waukegan Park District and Speer Financial Services.**

Jim Glogovsky advised that this is part of the Dodd-Frank Wall Street Reform Act and that Speer is now required to put in writing the services that they will render and that they have the requisite training required to be a municipal financial advisor.

Attorney Smith reviewed Exhibit B to the agreement, the fee schedule, and pointed out that the fees to be charged by Speer are all contingent upon the successful sale of any debt instruments.

Roll call to the motion: Ayes: Kilkelly, Foley, Sarocka, Bridges, Duffy. Nays: None. Absent: None. Motion carried unanimously.

C. Authorization to Accept Bids/Quotes

1. Tree Removals in Various Parks. **Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to approve the low bid of Savatree of Northbrook IL in the amount of \$19,072 to remove trees and stumps in various parks, to include large ash tree removal in Belvidere, Ben Diamond, Bevier, Bowen and Roosevelt parks.**

Mr. Trigg explained that he had attempted to have local firms bid on this project and no local firms submitted a bid. Mr. Trigg further advised that the bid from Bartlett Tree Experts of Northbrook in the amount of \$17,568 had to be rejected when Bartlett stated that it could not complete the work by September 15, 2014, which was part of the request for proposals.

Roll call to the motion: Ayes: Kilkelly, Foley, Sarocka, Bridges, Duffy. Nays: None. Absent: None. Motion carried unanimously.

2. Building Demolition. Motion by Commissioner Bridges, seconded by Commissioner Kilkelly, to approve the bid of Lake County Grading of Libertyville IL, in the amount of \$12,000 for the demolition of the Bowen Park Skate Park building.

Mr. Trigg explained that he had attempted to solicit quotes from Car-Min Construction of Waukegan and Grasswick Excavating of Waukegan and neither elected to bid on the work. He further explained that the skate park building, which was the bath house for the old Whyte Pool, has become a frequent target for vandals. After the recent damage by vandals, PDRMA paid \$14,863.74 on the insurance claim.

The commissioners asked if there would be bathrooms or Port-a-Potties at the location. Staff advised that they would look into portable toilet in the future but they currently felt that there were sufficient bathroom facilities for the skaters.

Mr. Trigg also advised that staff is looking at movable jumps for BMX riders to be included in the area after the demolition of the building.

Commissioner Bridges inquired if the building had a foundation.

Mr. Trigg advised that there was only one small part where there was a below ground old filter room and that everything else was at grade. Mr. Trigg also advised that the patio area will remain.

Commissioner Kilkelly asked if the footprint was big enough for the BMX bikes and Mr. Trigg advised that it was.

After discussion, **Roll call to the motion: Ayes: Kilkelly, Foley, Sarocka, Bridges, Duffy. Nays: None. Absent: None. Motion carried unanimously.**

D. Community Engagement Resources Overview. Ms. Teddy Anderson reviewed the three-ring binder that was presented concerning the Community Engagement Resource overview and the commissioners asked questions concerning the material, which will be further reviewed.

VI. Closed Session.

No motion was made to adjourn to closed session.

VII. Questions from Commissioners.

Commissioner Bridges congratulated Sally Sandine on a job well done with the commissioners' photos on the Park District's website.

Commissioner Foley stated that she had been approached by a resident about the ability to purchase land adjoining Lost Park, a very small park.

Mr. Petry advised that he is already looking into this matter on behalf of the resident and it will be on the September agenda.

Commissioner Sarocka congratulated Mr. Petry for his handling of a problem with a neighbor to the Bonnie Brook golf course.

Commissioner Kilkelly complimented staff, and in particular Teddy Anderson, on the Community Engagement Resources overview and the material presented to the commissioners.

President Duffy had no comments.

Mr. Petry reminded the commissioners that he would be on vacation between August 27 and September 6, 2014.

IX. Adjournment.

Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to adjourn. Motion carried unanimously. Meeting adjourned at 5:55 p.m.

Attendance recorded per policy. All commissioners were present.

Respectfully submitted,

Charles W. Smith
Board Secretary