

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
December 8, 2015**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on December 8, 2015 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:30 p.m. by President Foley who directed a call of the roll.

II. Roll Call

Present: Commissioners, Sarocka, Bridges, Jones and President Foley.
Absent: Kilkelly. Also present: Executive Director Greg Petry and Board Attorney Chuck Smith. Commissioner Kilkelly had business engagements and was unable to attend the beginning of the meeting. **Motion by Commissioner Bridges, seconded by Commissioner Sarocka, to allow Commissioner Kilkelly to participate remotely when she was able to call in to join the meeting. Roll call to the motion: Ayes: Sarocka, Bridges, Jones, Foley. Nays: None. Absent: Kilkelly. Motion carried unanimously.**

III. Consent Items

- A. Minutes
 - November 10, 2015 (Board of Commissioners Meeting)
 - November 24, 2015 (Committee of the Whole Meeting)
 - November 12, 2015 (Special Board Meeting/Special Recreation Advisory Committee)
- B. Bills
- C. Payroll
- D. Financial Statements
- E. Authorization to Receive Bids/Quotes
 - Administration
 - Hinkston Indoor Pool Construction.

Motion by Commissioner Bridges, seconded by Commissioner Sarocka, to approve the Consent Items and pay bills as presented.

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to amend the November 10, 2015 Minutes to reflect that Commissioner Bridges was not present at the meeting. Roll call to the motion: Ayes: Sarocka, Bridges, Jones, Foley. Nays: None. Absent: Kilkelly. Motion carried unanimously.

IV. Public Portion

No members of the public asked to address the board.

V. Progress Reports

A. Executive Director. Greg Petry presented his written report. He discussed the Commissioner's Award, the Employee of the Year Award, and the Volunteer and Patron of the Year Awards, as well as the Jack Benny Arts Award. Nominations are:

Commissioner's Award	Joe Georges and April Yarza
Employee of the Year	David Tucker
Patron of the Year	Toni Favero
Volunteer of the Year	Jan Knobbe
Jack Benny Arts Award	Lori Nerheim

The commissioners advised Mr. Petry to proceed with the awards for the January 8, 2016 recognition dinner to be held at Bonnie Brook.

B. Attorney. Mr. Smith reported that he is working with special counsel Scott Nemanich on the tax objection cases. He also advised as to the status of the real estate closings for 611 McAlister and 404 Helmholtz. Both are proceeding.

C. IAPD/Legislation Update. Mr. Petry reported that there is no report of any activity for this month.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented his written report.

Commissioner Sarocka raised a question concerning the suspension of a patron at the Field House.

Mr. Lerner explained the facts and circumstances that led to the suspension.

D2. Cultural Arts. Due to illness, Ms. Freeman was not present but her written report was submitted. Mr. Petry advised that Ms. Freeman is recovering well and in her absence Ty Rohrer has been attending all staff meetings.

D3. Parks. Michael Trigg presented his written report.

President Foley asked about the repairs to the gazebo at Bonnie Brook.

Mr. Glogovsky advised that this item is not on the capital improvement list for the coming year. Staff is aware of the need to make repairs but there are other projects that need more immediate attention.

Mr. Trigg advised that the Park District is being recommended for a \$25,000 grant from Lake County for the Morrison Picnic Shelter at the Bowen Ravine.

Commissioner Jones asked about the field conditions at all of the parks.

Mr. Trigg advised that with the unusually warm November and December weather outdoor work is being done and that mowing has had to continue. The Bonnie Brook golf course was still open due to the warm weather.

D4. Superintendent of Recreation. Jay Lerner submitted his written report and advised that there are approximately 80 registered participants for the Christmas with the Clauses to be held on December 12.

Commissioner Bridges asked about the possibility of a sponsorship with Vista Health.

Mr. Petry advised that the Park District is still working on this relationship, but that President and CEO Barb Martin has advised that there is a new corporate board. However, the hospital very much wants a working relationship with the Park District.

Commissioner Bridges asked about trading services with other governmental agencies and requested an update as to how much the Park District contributes to other governmental agencies and how much they contribute to the Park District.

Mr. Lerner stated that the Park District provides considerable services to the Waukegan School District in excess of what the Park District receives back from the School District. He will gather more concrete numbers for the commissioners.

Commissioner Jones advised that he had spoken with Barb Martin and was told that the hospital was willing to do something with the pool project but it will not be substantial.

VI. Review, Discuss, Decide

At 4:45 pm, Commissioner Kilkelly was connected through the speakerphone and participated remotely.

A. Interfund Transfers.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem Endow(#43 SpecRec) (16-11-11-583-9999) Recreation (02-46-92-473-9999)	\$147.00	\$147.00

Purpose: To cover scholarships for fall youth athletics, Jr Bulldogs, All-Around Basketball, Volleytots, Volleykids and Girls Dance & Cheer.

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999) Spec. Rec. (08-11-11-473-9999)	\$50,000.00	\$50,000.00

Purpose: Budgeted Special Recreation fund transfer for FY2015/16.

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999) Capital (30-11-11-473-9999)	\$1,500,000.00	\$1,500,000.00

Purpose: A partial Budgeted Capital fund transfer for FY2015/16

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the Interfund Transfers as presented. Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion carried unanimously.

B. 2016 Board of Commissioners Meeting Calendar. **Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to approve the meeting schedule as presented, keeping Board of Commissioners meetings on the second Tuesday of the month starting at 4:30 p.m. and Committee of the Whole meetings on the fourth Tuesday of the month starting at 4:30 p.m.**

Commissioner Kilkelly stated that she does not feel that the 4:30 p.m. start time is conducive to allow for public participation.

Commissioner Jones suggested a start time of 5:00 p.m.

Commissioner Bridges stated that he would be fine with a 5:00 p.m. start time.

Commissioner Sarocka suggested that in the summer months the commissioners would meet earlier between April and September.

Roll call to the motion to the schedule as presented: Ayes: Sarocka. Nays: Kilkelly, Bridges, Jones, Foley. Absent: None. Motion failed 4-1.

Motion by Commissioner Kilkelly, seconded by Commissioner Jones, to approve a 2016 meeting schedule with Board of Commissioners meetings starting at 5:00 p.m. on the second Tuesday of the month and Committee of the Whole meetings starting at 5:00 p.m. on the fourth Tuesday of the month.

Discussion on the motion:

Commissioner Sarocka again requested that the meetings start at 4:00 p.m. between April and September instead of 5:00 p.m.

Roll call to the motion: Ayes: Kilkelly, Bridges, Jones, Foley. Nays: Sarocka. Absent: None. Motion carried 4-1.

C. 2015 Tax Levy Ordinance #15-12. Motion by Commissioner Kilkelly, seconded by Commissioner Jones, to approve the 2015 Tax Levy Ordinance #15-12.

Commissioner Bridges asked Mr. Glogovsky to state the tax extension rate.

Mr. Glogovsky stated it was 1.69%.

Commissioner Bridges also asked about the amount for police services, particularly in light of the fact the cost per hour was going to be decreasing, and if there were increased patrols.

Mr. Petry explained how the police units are dispatched, and where there are particular hot spots, the police are asked to put in more coverage than in some of the other areas.

Commissioner Sarocka asked if the levy took into account the potential increase in minimum wage ordinance.

Mr. Glogovsky advised that this matter will be taken up with the budget, but not until January 2016 when we have the work on the service level changes.

Following discussion, **roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion carried unanimously.**

D. FY 2015/16 Mid-Year Report. Mr. Glogovsky presented the Mid-Year Finance Report and highlighted parts of the report, which included a

discussion of capital projects and advised that because of the lack of funding for the grant, the Clearview Park project estimated at \$2,000,000 is suspended until grants are released by the State. He further reviewed the funds and capital fund expenditures and the Strategic Plan update that is now being tracked on a computer program.

Commissioner Sarocka raised a question concerning the 2016 budget for Bonnie Brook and Greenshire golf courses.

Mr. Glogovsky explained that GolfVisions had until January 31, 2016 to submit its budget for the coming year.

Mr. Glogovsky invited any commissioner who had questions concerning the finances to please contact him.

E. Revised Policy #4.02 - Status of Employment. Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to approve the revision to Policy #4.02.

Mr. Glogovsky explained that the changes are needed for reporting on health care.

Commissioner Bridges had a question about exempt employees as it relates to the Fair Labor Standards Act. Attorney Smith explained that the U.S. Department of Labor is making changes to the rules and guidelines for exempt employees under the Fair Labor Standards Act and that going forward there will be fewer people who will qualify as "exempt employees", and thus they will be owed overtime.

Commissioner Jones asked a question regarding how bidding is done for the printing jobs for the pamphlets provided by the Park District.

Teddy Anderson explained the process and stated that a lot of times it is difficult to get bids from local printers because they do not do a web press printing, which is part of the specifications.

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

VII. Closed Session.

Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to adjourn into closed session to discuss the status of collective bargaining negotiations pursuant to 5 ILCS 120/2(C)(2), personnel pursuant to 5 ILCS 120/2(C)(1), and purchase of real estate pursuant to 5 ILCS 120/2(C)(5). Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion carried unanimously. Regular session adjourned at 5:31 p.m.

Following closed session, **Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to reopen regular session. Motion carried unanimously.** Executive session ended at 6:19 p.m.

VIII. Next Meeting

A. Committee of the Whole, December 15, 2015

IX. Commissioner Comments

Commissioner Bridges commented that it has been a very good year for the Park District and wished everyone happy holidays.

Commissioner Kilkelly expressed her appreciation for allowing her remote participation and also discussed the need to invite former employees who have been recognized for their past efforts to the Commissioner's Award banquet on January 8, 2016.

Commissioner Jones wished everyone a Merry Christmas and Happy New Year, which sentiments were echoed by Commissioner Sarocka.

Mr. Petry advised that the Committee of the Whole meeting was scheduled for December 15 but no topics have been selected. **Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to cancel the December 15, 2015 Committee of the Whole meeting. Motion carried unanimously.**

XI. Adjournment.

Motion by Commissioner Bridges, seconded by Commissioner Sarocka, to adjourn. Motion carried unanimously. Meeting adjourned at 6:22 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary