

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
July 8, 2014**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on June 10, 2014 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:35 p.m. by President Duffy who directed a call of the roll.

II. Roll Call

Present: Commissioners Foley, Sarocka, Bridges and President Duffy.
Absent: Commissioner Kilkelly. Also present was Executive Director Greg Petry and Board Attorney/Secretary Charles Smith.

III. Consent Items

- A. Minutes
 - June 10, 2014 (Board of Commissioners)
 - June 24, 2014 (Special Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements
- E. Authorization to Receive Bids/Quotes
 - Finance Division
 - Recreation Software

Motion by Commissioner Foley, seconded by Bill Sarocka, to approve the consent items and pay bills as presented with addendum to the June 10, 2014 Minutes. Roll call to the motion: Foley, Sarocka, Bridges, Duffy. Nays: None. Absent: Kilkelly.

IV. Public Portion

Maritza Borjon was introduced and will be working with Cultural Arts. Andrew Fleagle was introduced and will be working at the SportsPark. Both gave remarks to the Board.

No members of the public asked to address the Board.

V. Progress Reports

A. Executive Director. Greg Petry presented his written report. He advised the Board that a new reporting system on the Strategic Plan Updates will commence in August.

Commissioner Bridges had a question concerning citizen Rick Larsen's request that the Park District consider planning space for parking for RV vehicles in park facilities.

Mr. Petry stated that he is looking into this possibility. There is the prospect of some revenue and this has been tried by some other agencies in the United States and he will report back to the Board.

At 4:40 p.m. Commissioner Kilkelly arrived. **Motion by Commissioner Bridges, seconded by Commissioner Foley, to seat Commissioner Kilkelly. Motion carried unanimously.**

Commissioner Bridges asked about the situation with the former food vendor at the SportsPark, Milena's Concessions.

Attorney Smith advised that he will file a small claims complaint to collect the past due amounts and to invoke a penalty for the stop payment fee.

Mr. Lerner explained that he has temporary vendors in place for the rest of the season at the SportsPark.

B. Attorney. Mr. Smith reported that he is working with Mr. Petry concerning attempting to acquire property on Jensen Court from a hedge fund. Mr. Smith also reported that the tax objection cases have been continued to August 28, 2014 for status and that he is continuing to monitor the allegations regarding the Dallas Buyers Club movie complaint.

C. IAPD/Legislation Update. Mr. Petry stated the Governor's office has released three grants so far and that he remains optimistic that the Waukegan Park District will be awarded a grant for the swimming pool.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky was not present and his written was received.

Commissioner Kilkelly raised a question about damage at Grosche Field.

Mr. Trigg replied that the situation is being monitored and handled.

Commissioner Bridges inquired about the disruption between two patrons at the golf course.

Mr. Petry advised that this entire situation was resolved to everyone's satisfaction.

Commissioner Bridges had a question concerning the confined space portion of the report.

Mr. Trigg advised that the confined space issue had to do with the pool workers having to go into a confined space to operate the valves. The valves are no longer underground and can be operated other than in a confined space.

Commissioner Bridges also asked about reports of fires at Roosevelt Park.

Mr. Trigg advised that he is aware of some reports of brush fires.

Mr. Petry stated that he unaware of the fires and asked to be updated if there were any reports of fires or vandalism in the parks.

D2. Cultural Arts. Claudia Freeman submitted her written report. She reported that there were 115 people at the recent library event. She is working with the Puerto Rican Arts Council of Chicago and the Puerto Rican Society of Lake County on an event planned for July 19, "Christmas in July". This event will be held at Bowen Park. The Park District has been awarded a \$10,000 grant from the Illinois Arts Council for this event that will feature Latino music, food, and art.

President Duffy asked that the staff make sure that there is adequate parking control for the event. He was advised that the Police Academy will provide traffic control.

D3. Parks. Michael Trigg presented his written report. He discussed the change order for the work on the bike trail. He advised that he has been able to negotiate the change order down from \$22,000 to \$15,000 and is trying to get it reduced further to the area of \$12,000.

Mr. Trigg also stated that he has met with Tom Enno of Alpha Environmental, Inc., and has been advised that the consulting firm would require approximately \$6,700 to inspect polluted sites owned by the Park District to do sampling and laboratory testing of active leachate weep areas and to prepare a report in conformance with EPA and ASTM protocol.

Commissioner Sarocka inquired that at the time the resurfacing is done at the tennis courts at Bevier Park, if it would be worthwhile to convert one of the tennis courts to a pickleball court. This is a new sport growing in popularity and many constituents are asking for the Park District to open pickleball courts.

Commissioner Kilkelly asked Mr. Trigg a question concerning the culverts on the bike trail and was advised that the culverts had been requested by Libertyville Township and seemed to be the most cost effective way to deal with flooding and rain problems.

Doug Holzrichter of PHN Architects made a presentation of the renovation of the bathrooms at Bonnie Brook. Mr. Holzrichter explained that the project is to upgrade and update the bathrooms and to make them ADA compliant. He estimates that construction will take approximately 2-1/2 weeks and start in early January 2015 and that bids would be received in September 2014 based on Board approval.

Mr. Holzrichter reviewed the drawings for the bathroom renovations. There were extensive discussions concerning the renovations.

Commissioner Duffy asked whether the Park District was currently in compliance with ADA requirements.

Mr. Trigg advised that in his opinion the Park District is compliant with ADA and all stated that all renovations must be ADA compliant.

Mr. Holzrichter then reviewed all the construction costs estimates for PHN.

Commissioner Sarocka expressed his concern about the costs and whether the project was worthwhile given the costs and that the bathrooms are functioning.

Commissioner Foley stated that she has objected to the condition of the bathrooms and that they are not handicapped accessible. The bathrooms are in need of a major upgrade and stated that women particularly note the cleanliness and how modern bathrooms are when planning events, such as the Park District is trying to attract to Bonnie Brook, including wedding receptions and retirement parties.

Commissioner Kilkelly had questions about the drawings.

Mr. Holzrichter pointed out that the baby changing stations needed to be relocated to be ADA compliant.

Commissioner Duffy again questioned spending the amount of money required for ADA compliance if we are not required to update.

Mr. Holzrichter pointed out that the ADA upgrades were relatively minimal in the overall cost of the renovation.

Commissioner Sarocka again stated that he shared President Duffy's concerns about the amount of money being spent in order to modernize and be ADA compliant.

Commissioner Foley stated the improvements to the bathrooms needed to be done and done at this time.

Commissioner Bridges asked Mr. Trigg about the project and whether Mr. Trigg saw it as needed.

Mr. Trigg pointed out that there are existing plumbing issues that need to be properly corrected.

President Duffy stated that staff should consult with Golf Visions as to whether they think the renovations are needed.

The Board directed Mr. Holzrichter to continue to prepare plans and specifications so that the project could be bid as designed in September.

D4. Superintendent of Recreation. Jay Lerner submitted his written report. He advised that the North American Ismael games are planned for the Field House, SportsPark and Bevier tennis courts for Labor Day weekend and the games will generate \$30,000 in rental income. Mr. Lerner advised that there were no other events planned for Labor Day and that while the floors at the Field House are normally cleaned Labor Day weekend, that in light of the opportunity for the rental income, the cleaning will be delayed one week.

Commissioner Foley asked a question concerning a parked vehicle that interfered with the Independence Day parade. Staff reported that the vehicle was there early in the morning and that eventually it had to be towed because it interfered with the activities associated with the parade at Bowen Park. The vehicle's owner complained that there were no signs posted that would prohibit parking. Staff and President Duffy resolved the issue with the Park District paying the tow bill and the patron was satisfied with the resolution.

VI. Review, Discuss, Decide

A. Interfund Transfers - No Interfund Transfers were presented

B. Authorization to Receive and Review Proposals

▪ Parks

➤ Kubota 4 WD L4-6-HST Tractor.

Motion by Commissioner Bridges, seconded by Commissioner Sarocka, to approve the bid of Kubota Tractor Corp., in conjunction with the National Joint Powers Alliance in

the amount of \$24,076.79 under Procurement #070313, and that the Park District sell to Burris Equipment in the amount of \$4,200 to trade in two golf course tractors that the Kubota tractor will replace. Roll call to the motion: Ayes: Kilkelly, Foley, Sarocka, Bridges, Duffy. Nays: None. Absent: None. Motion carried unanimously.

C. Agreement

▪ Agreement for Recreational Service/Ann Kiley Center. **Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the agreement between the Waukegan Park District and the Ann M. Kiley Center to extend the contract 12 months. Roll call to the motion: Ayes: Kilkelly, Foley, Sarocka, Bridges, Duffy. Nays: None. Absent: None. Motion carried unanimously.**

D. Permission to Conduct Religious Service

▪ **Motion by Commissioner Bridges, seconded by Commissioner Sarocka, to approve the request of Christian Neighbors Church for the use of Bowen Park on July 20, 2014 for a worship service. Motion carried unanimously.**

E. Community Engagement Project Update. Theodora Anderson and Cristina Benitez made a presentation to the Board concerning the efforts of the Park District to provide greater outreach to the Latino community and inclusion of Spanish speaking people in Park District programs. Ms. Benitez made a Power Point presentation and reviewed initiatives that have taken place and future efforts for greater communication with the Spanish speaking population. All of these efforts will be integrated into the Strategic Plan by late August, early September. The Board thanked Ms. Anderson and Ms. Benitez for an excellent presentation.

VII. Closed Session.

No motion was made to adjourn to closed session.

VIII. Commissioner Questions.

Commissioner Sarocka thanked Ms. Freeman for the recent music/band arts events.

Commissioner Foley thanked the staff for all the good work that they are doing right now.

Commissioner Bridges congratulated staff on their outstanding job of making sure that Park District activities are recognized and out in the community, whether it be on Facebook or in print media.

Commissioner Bridges congratulated Jay Lerner and his staff for their work.

Commissioner Kilkelly commented on how well the American Independence Parade and festivities were.

Mr. Petry reminded the commissioners about the upcoming NRPA convention in North Carolina on October and Partners in Park golf event on July 25 as well the Illinois Association of Park Districts golf outing on July 17.

President Duffy complimented the staff and stated that they really seemed to be doing more with less people and congratulated them on their efforts.

IX. Adjournment.

Motion by Commissioner Kilkelly, seconded by Commissioner Bridges, to adjourn. Motion carried unanimously. Meeting adjourned at 6:42 p.m.

Attendance recorded per policy. All commissioners were present.

Respectfully submitted,

Charles W. Smith
Board Secretary