

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
December 14, 2010**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on December 14, 2010 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 3:45 p.m. by President Motley who directed a call of the roll.

II. Roll Call

Present: Commissioners Duffy, Sarocka, President Motley. Absent: Commissioner Foley. Also present were Executive Director Greg Petry and Board Attorney Charles Smith.

III. Public Hearing: 2010 Tax Levy – Truth in Taxation Hearing

President Motley convened the public hearing on the 2010 tax levy. Mr. Petry made an overall explanation as to the budget and levy process. The Board's secretary, Charles Smith, called for public comment.

John Fossberg, 1570 Rudd Court, Libertyville, addressed the Board. Mr. Fossberg pointed out that although he has a Libertyville mailing address, he resides in the Ninth Ward of the City of Waukegan and is within the territorial boundaries of the Waukegan Park District. He expressed his appreciation to Greg Petry, Jim Glogovsky, and President Motley for speaking with him in advance of the meeting and explaining the Park District's budget and why an increase is being sought in excess of the 5% limitation.

Mr. Fossberg expressed his overall concern about increases in taxes and stated that even if the end result is a 3% increase in his taxes for park district services, on his tax bill that would amount to \$43. He suggested that the Park District should attempt, as all governmental bodies, to operate the Park District on the same number of dollars that it has for the previous year without any increases, or try to decrease the actual costs of operating the Park District.

At 3:55 p.m. Commissioner Foley arrived. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to seat Commissioner Foley. Motion carried unanimously.**

Following Mr. Fossberg's comments, Commissioner Sarocka commented that he was disappointed that more members of the public, other than Mr. Fossberg, did not attend the meeting or offer constructive comments.

Motion by Commissioner Foley, seconded by Commissioner Sarocka, to close the public hearing after Mr. Fossberg's comments. Motion carried unanimously.

III. Consent Items

- A. Minutes
November 9, 2010 (Board of Commissioners Meeting)
November 10, 2010 (Special Board Meeting/Rec. Advisory)
November 22, 2010 (Committee of the Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the Consent Items and to pay the bills as presented. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. 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 a written report and orally reported that the Park District has used up its allocation of hours under the contract with the City of Waukegan for police services and that therefore there would be no further police patrol or delivery of packages by the police department through the end of the fiscal year. Packets will be delivered via U.S. Mail or by staff.

Mr. Petry provided copies of written reports concerning the status of providing services to the Waukegan city beach. Mr. Petry explained that he had sent these reports to the mayor via e-mail, and did not receive a response from the City relative to the Park District's analysis of the cost and problems associated with patrolling the city beach. Mr. Petry reported that he attended a meeting on this issue with several members of the City staff and Mayor Sabonjian and that his report was distributed at that meeting. There has been no follow up since that meeting with the City officials.

Mr. Petry also advised that there is an issue of ownership of a small parcel of land along the lakefront and that he will be working with the Board's attorney, Charles Smith, to see that these two small parcels that are still being shown as titled to the Park District are transferred to the City.

B. Attorney

Board Attorney Charles Smith reported that the Vakili pretrial is set for January 28, 2011.

C. IAPD/Legislation Update

Mr. Petry advised that there is no update at this time. The annual Illinois Association of Park Districts convention will be in January.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report. Commissioner Sarocka questioned whether there is any video surveillance at the Fieldhouse and whether it is operational. Mr. Glogovsky explained that there is not enough coverage at the current locations and that staff is investigating ways for the security cameras to provide greater coverage.

D2. Cultural Arts. Claudia Freeman presented a written report and reminded everyone of the Do It Yourself Messiah concert on December 18, 2010.

The Oakwood Cemetery Walk report was reviewed. The Board was also provided with a written report from the Historical Society.

D3. Parks. Michael Trigg presented his written report. The Commissioners did have any questions for Mr. Trigg.

D4. Recreation. Alicia Mentell was unavailable for the meeting. Her written report was received and reviewed. During the review of Ms. Mentell's report, President Motley advised that David Motley had intervene with the City to ensure that all normal city services of fire and police protection and city equipment would be available for the Polar Bear Plunge on January 1, 2011. The city had wanted to eliminate this event or to make the Park District pay for city services. Since there was no advance notice from the city, Mr. Motley pointed out to the city just how extensive an hardship this would be, and the city agreed to continue the services for the Polar Bear Plunge on January 1, 2011.

VII. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes.

•Bowen Park: Contractor Agreement-Restoration of Bowen Park Ravine. A US Fish and Wildlife funded Great Lakes Restoration Initiative – **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the agreement between Integrated Lakes Management and the Waukegan Park District for professional services in the amount of \$38,250 for restoration management of the Bowen Park Ravine and woodland. This amount will be funded by a grant from the US Fish and Wildlife. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.**

Mr. Petry recognized Susie Schrieber for her assistance in obtaining not only the US Fish and Wildlife grant for the Bowen Park project, but other grants that have benefited the Park District in an amount in excess of \$1.7 million. Ms. Schrieber was in attendance at the meeting and the Board of Commissioners extended their thanks for her efforts and assistance.

•Administrative Vehicle. **Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve the expenditure of \$17,470 with Packey-Webb Ford of Downers Grove, for the purchase of a 2011 Ford Taurus automobile with the trade-in of the 2007 Ford vehicle currently used by the Executive Director. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.**

B. Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow (#51 Rec Spons) (16-11-11-583-9999)	\$376.83	
Recreation (02-26-62-473-9999)		\$376.83

Purpose: To cover Sponsorship Breakfast costs.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#51 Rec Spons) (16-11-11-583-9999)	\$235.00	
Recreation (02-13-13-473-9999)		\$235.00

Purpose: To cover Worldwide Day of Play expenses.

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the interfund transfer as presented. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.

C. 2010 Tax Levy Ordinance 10-06

Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve Ordinance 10-06 for the levy and assessment of taxes for the Waukegan Park District for 2010. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.

D. Agreements for Approval

•533 Grand Avenue and 39 Jack Benny Drive - **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the Room Rental Agreement between the Park District and Maryfran Troha and Judy Tabachnick for the use of a room at 533 Grand Avenue to store and house art materials, equipment, supplies and other related materials; and to approve the Room Rental Agreement for between the Park District and Waukegan River Watershed Project, c/o Jean Schreiber, at 39 Jack Benny Drive to store and house materials, equipment, supplies and other related materials. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.**

E. Resolutions

•2010-15 IMRF Military Service Credit – **Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve Resolution 2010-15 to allow service credit with the IMRF for military service. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.**

•2010-16 IMRF Sick Leave Service Credit - **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Resolution 2010-16 regarding amendments to the personnel policy for IMRF sick leave credit.**

Board attorney Charles Smith and Mr. Petry reviewed the Resolution with the Board and stated that the amendment would only allow long term employees of the Park District to use accumulated and unpaid sick leave to increase the number of years of service upon retirement.

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

F. Policy Amendments for Review and Approval

- 4.14 Jury Duty Leave
- 4.10 Sick Leave
- 4.10.1 Unused & Unpaid Sick Leave Service Credit
- 4.28 Food & Beverage for Golf Course Employees
- 4.07 Vacation
- 4.33 Performance Evaluation & Development

Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Section 4.14, Jury Duty Leave; Section 4.10, Sick Leave; Section 4.10.1, Unused & Unpaid Sick Leave Service Credit; Section 4.28, Food and Beverage for Golf Course Employees; Section 4.07, Vacation; and Section 4.33, Performance Evaluation & Development. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.

G. Mid Year Financial Report - Mr. Glogovsky reported that some revenues were down. Corresponding expenses are being trimmed. Each department will be asked to discuss lagging revenue with Mr. Petry. While the economy seems to be turning around, Mr. Glogovsky stated that this is indicated by the increased revenue by the corporate replacement tax.

H. Employee of the Year and Commissioner Award – The commissioners are to contact Mr. Petry with nominations for the awards.

I. 2011 Golf Fees - **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve the golf course fees as proposed by staff. Motion carried unanimously.**

VII. Closed Session

▪ Land Acquisition. Mr. Petry reviewed with the Commissioners a letter from Nick Nicketakakis of Callahan Blandings Schaper Realtors concerning an offer of a landowner to convey four vacant lots to the Park District located near the SportsPark. Mr. Petry said he would explore the possibility of acquiring these lots under the terms of the Letter of Intent from Ted Bertrand, the representative of the beneficiaries of Trust #115.

Commissioner Duffy expressed a concern about environmental conditions on the property and did not want the Park District buying any property has a potential environmental hazards.

Commissioner Sarocka was concerned about paying the real estate commission and paying 6% above the value of the property.

Commissioner Sarocka also expressed a concern about whether the lots to be conveyed would be considered wetlands.

Mr. Petry stated that is not a concern.

President Motley asked Mr. Petry to look into this matter further and report back to the Board.

No final decision was made regarding the property.

VIII. Questions from Commissioners.

Commissioner Duffy stated that he thought that the interview of Mike Trigg in the Toro Magazine reflected well on the Park District and Mr. Trigg.

Commissioner Sarocka reflected on the comments made concerning the tax levy. He further stated that the Park District cannot rely on continuing increased levies and thereby raising taxes.

President Motley expressed that the Park District is making a commitment to future generations and that sacrifices are needed in order to fulfill the obligations to the public.

IX. Adjournment

Motion by Commissioner Duffy, seconded by Commissioner Sarocka to adjourn regular session. Motion carried unanimously. Meeting adjourned at 5:25 p.m.

Respectfully submitted,

Charles W. Smith
Secretary