

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
April 10, 2012**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on April 10, 2012 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:00 p.m. by President Foley who directed a call of the roll.

II. Roll Call

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

III. Consent Items

- A. Minutes
 - March 13, 2012 (Board of Commissioners Meeting)
 - March 27, 2012 (Committee of the Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements
- E. Authorization to Receive Bids/Quotes
 - Parks
 - Utility Tractor
 - Roosevelt Park Sewer and Water Services

Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve the Consent Items and to pay the bills as presented, and authorize receiving bids and quotes for a utility tractor and Roosevelt Park Sewer and Water Service. Roll call to the motion: Ayes: Duffy, Motley, Sarocka, Foley. Nays: None. Absent: Kilkelly. Motion carried unanimously.

At 4:05 p.m. Commissioner Kilkelly arrived and was seated.

IV. Public Portion

- A. Presentation of Patron of the Year Award.
 - North Shore Gas Company. President Foley presented to Andrea Danks, on behalf of North Shore Gas, the Patron of the Year award. A resolution honoring North Shore Gas was read and a plaque was presented to Ms. Danks, as well as a vase commemorating North Shore Gas as the 2011 Patron of the Year. Following

the presentation, Ms. Danks thanked the commissioners for the acknowledgment and stated how happy North Shore Gas is to have worked cooperatively with the Park District.

B. Government Finance Officers' Association

➤ Financial Reporting Achievement Award/Certificate of Achievement for Excellence in Financial Reporting. President Foley announced that the Park District had been awarded the Government Finance Officers' Association Financial Reporting achievement award and a Certificate of Achievement for excellence in financial reporting. Jim Glogovsky, Superintendent of Finance and Administration, was acknowledged for this achievement and in accepting the award, Mr. Glogovsky pointed out that this was not an award for him, but to all the employees of Finance and Administration, who have done an outstanding job in earning this recognition.

➤ President Foley announced that the Park District has been given the Merit Award by the American Society of Landscape Architects for recreational and open space design for the Sports Park. Superintendent of Parks Mike Trigg was acknowledged for his efforts in achieving this recognition.

Motion by Commissioner Motley, seconded by Commissioner Sarocka, to amend the agenda to take item IV(F), Tobacco Free Lake County Presentation. Motion carried unanimously.

Barbara de Nekker, from Lake County Health Department, and nine high school students from Zion-Benton, Warren, Round Lake, and Carmel High Schools, made a presentation for a tobacco free Lake County. The outstanding students gave a very graphic and detailed explanation of their investigation into tobacco free environments and the existing environment in Waukegan parks and facilities. The students had gathered information from patrons at the parks, as well as citizens in the community, and have done extensive work in collecting the pollution caused by the use of tobacco products. The students requested that the Park District consider adopting a tobacco free policy.

The commissioners unanimously praised the students for their work and the quality of their presentation. **Motion by Commissioner Motley, seconded by Commissioner Sarocka, to direct the Park District's attorney to draft a tobacco free policy for all park facilities to be presented at a future meeting. Motion carried unanimously.**

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report and gave an update on the Strategic Plan.

Commissioner Sarocka explained that he has received a petition from a number of golf patrons supporting Tony Tinetti. There was a separate petition signed

by six patrons opposing any outside golf management company being hired to operate the Park District golf facilities.

Commissioner Motley stated that the Board should not be swayed by petitions and should continue its past practice of looking for the best person to fill a vacancy and should also continue to explore every available option for golf operations to provide to the best golf services at the lowest possible cost.

Commissioner Kilkelly agreed that there is a process in place for open positions in the Park District and that process should be followed.

President Foley concurred on that position.

Commissioner Sarocka pointed out that the patrons are only expressing their support and it was not their intent to attempt to influence the commissioners.

Commissioner Duffy noted that he is aware of the petitions and has received numerous phone calls concerning the open position and their support of Tony Tinetti. He urged Mr. Petry and Mr. Glogovsky to complete their analysis of the golf operations as to how to best supervise golf operations.

B. Attorney. Charles Smith had no report for the Board.

C. IAPD/Legislation Update. Mr. Petry reported that there has been no significant legislation affecting park districts and that the legislature has been on spring recess. IAPD is monitoring bills that relate to us.

Commissioner Sarocka asked if the Waukegan Police Department is providing any additional information or additional security following the recent shooting in Belvidere Park.

Mr. Petry stated that there is not much more that the police can do and that this was a random act of violence. Mr. Petry works regularly with the officers assigned to park patrol activities to ensure the safety of Park District patrons and employees.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report and highlighted that the Corporate Replacement Tax revenue is down significantly, but April will show a major improvement in this area as \$200,000 has been received for this account.

D2. Cultural Arts. Claudia Freeman submitted her written report. She distributed flyers announcing the Symphony Orchestra's presentation of *Peter and the*

Wolf on April 14 and the Bowen Park Theater's presentation of *Bullshot Crummond* on April 13-28.

Ms. Freeman reported that the Park District has received a \$10,000 grant from the Illinois Arts Council for fiscal year 2012/13.

D3. Parks. Michael Trigg presented his written report. Arbor Day will be celebrated on April 27, 2012 at Bowen Park and several oak trees will be planted this year.

Commissioner Sarocka asked whether the restrooms in park facilities are open. Mr. Trigg advised that the water would be turned on the weekend of April 14 at all restroom facilities.

D4. Recreation.

➤ American Independence Festivities. Alicia Mentell presented her written report and discussed with the Board the Grand Marshal for the American Independence Parade. The committee has recommended either Midwest Generation or Susie Schreiber as Grand Marshal. **Motion by Commissioner Kilkelly, seconded by Commissioner Duffy, to nominate Susie Schreiber as Grand Marshal. Roll call to the motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

Motion by Commissioner Sarocka, seconded by Commissioner Motley, that should Ms. Schreiber be unable to serve as Grand Marshal due to her travel schedule, that Midwest Generation be designated the alternate Grand Marshal. Motion carried unanimously.

➤ 2012 Polar Bear Plunge Report. The 2012 Polar Bear Plunge report was received and reviewed by the commissioners.

VI. Review, Discuss, Decide

A. Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Special Recreation (08-13-72-521-1400)	18,000.00	
Recreation (02-11-11-441-0200)		18,000.00

Purpose: Semi-annual budgeted rental transfer for Douglas House.

<u>Fund</u>	<u>From</u>	<u>To</u>
Working Cash (11-11-11-583-9999)	2,451.41	
Corporate (01-11-11-473-9999)		2,451.41

Purpose: Annual budgeted interest transfer.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial End. #51 (16-11-11-583-9999)	1,400.00	
Recreation (02-13-13-473-9999)		1,400.00

Purpose: Sponsorships from Vista, Waukegan Tire and Peacock restaurant for the 2012 Eggstravagansa.

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-13-13-583-9999)	158.75	
Memorial End. (#51 Rec Spons.)(16-11-11-473-9999)		158.75

Purpose: Net proceeds from 2011 K9 Trace & Pace to be used for future development of the Dog Playground.

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-13-13-583-9999)	5,679.90	
Memorial End. (#42 Spec. Rec.)(16-11-11-473-9999)		5,679.90

Purpose: Net proceeds from 2012 Polar Bear Plunge to be used for future special recreation scholarships and athletic needs.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#24 Wilson)(16-11-11-583-9999)	3,000.00	
Recreation (02-24-86-473-9999)		3,000.00

Purpose: Offset theater company program costs.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#29 Symphony)(16-11-11-583-9999)	3,700.00	
Recreation (02-91-11-473-9999)		3,700.00

Purpose: Offset WSOCC program costs.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#48 Favero)(16-11-11-583-9999)	4,000.00	
Recreation (02-91-11-473-9999)		4,000.00

Purpose: Offset program costs for the Do It Yourself Messiah.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#2 JBC School)(16-11-11-583-9999)	600.00	
Recreation (02-24-11-473-9999)		600.00

Purpose: To fund Cultural Arts Scholarships.

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-24-11-431-0600)	5,000.00	
Memorial/End. (#1 Benny)(16-11-11-431-0400)		5,000.00

Purpose: To transfer the Comcast donation for the LADP Lab into the Benny Memorial Endowment Fund for future use.

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

Mr. Glogovsky advised the Board that there will be a request for one additional interfund transfer to be considered at a special meeting on April 24 following the Committee of the Whole meeting.

B. Approval of FY2012/13 Budget and Capital Improvement Plan. Motion by Commissioner Motley, seconded by Commissioner Sarocka, to approve the FY2012/13 Budget and Capital Improvement Plan.

The commissioners have had the entire budget and information prepared by Finance in January 2012. Mr. Glogovsky pointed out several improvements and changes to the budget presentation.

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

C. Approval of 2012-2013 Salary Schedules. Motion by Commissioner Motley, seconded by Commissioner Kilkelly, to approve the 2012-2013 salary schedules as presented with a 2.75% increase in salary schedules A, B, and C, effective May 1, 2012. Roll call to the Motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.

D. Approval of Strategic Plan Goals and Initiatives. Motion by Commissioner Motley, seconded by Commissioner Kilkelly, to approve the Strategic Plan Goals and Initiatives as presented. Roll call to the Motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.

E. Authorization to Receive Bids/Quotes

- Parks

- Recycling and Solid Waste Collection/Disposal. **Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to approve the low bid of Veolia Environmental Services in the amount of \$14,097 for recycling and solid waste collection and disposal services for a two year period of May 1, 2012**

and ending April 30, 2014. Roll call to the Motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.

F. Tobacco Free Lake County

G. Resolution 12-03. Jeff McBride. **Motion by Commissioner Sarocka, seconded by Commissioner Motley, to approve Resolution 12-03 honoring Jeff McBride for his community and volunteer service with the Waukegan Park District. Motion carried unanimously.**

H. Resolution 12-02. Classification of Capital Funds. **Motion by Commissioner Duffy, seconded by Kilkelly, to approve resolution 12-02, Classification of Capital Funds. Roll call to the Motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

VII. Closed Session.

Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to adjourn into executive session to discuss personnel issues under 5 ILCS 2-120(C)(1). Roll call to the Motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously. Open session adjourned at 5:25 p.m.

Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to return to open session. Motion carried unanimously. Return to open session at 5:40 p.m.

VIII. Commissioner Questions.

Commissioner Duffy renewed his request that staff provide a detailed analysis of expenses and revenues relative to the Field House operations similar as to what has been done for golf in the past.

President Foley and Commissioners Motley and Sarocka had no comments.

Commissioner Kilkelly commented that the Tobacco Free presentation by the high school students was excellent and that the Park District should follow up on the tobacco free initiative.

IX. Adjournment.

Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to adjourn. Motion carried unanimously. Meeting adjourned at 5:42 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary