

**Minutes of the Waukegan Park District  
Meeting of the Board of Commissioners  
October 12, 2010**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on October 12, 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 Durkin, Duffy, Foley, Sarocka, President Motley.  
Absent: None. Also present were Executive Director Greg Petry and Board Attorney Charles Smith.

**III. Consent Items**

- A. Minutes  
September 14, 2010 (Board of Commissioners Meeting)  
September 27, 2010 (Committee of the Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

**Motion by Commissioner Durkin, seconded by Commissioner Foley, to approve the Consent Items and to pay the bills as presented. Roll call to the motion: Ayes: Durkin, 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 final construction items at the SportsPark were proceeding well.

Mr. Petry handed out aerial photographs of the SportsPark taken by Bob Hamilton. It was noted by Mr. Petry that some of the turf has not grown in at all locations and that the turf has not been accepted as of yet. Items on the punch list are being addressed and the project is almost completed.

Mr. Petry reported that the "soft opening" went well and that positive public comments were given, as well as good constructive suggestions for the operation of the SportsPark.

Mr. Petry again asked for nominations for the Community Service Award and to give the name to Teddy Anderson.

Mr. Petry reminded the commissioners that the national convention will be held in Minneapolis between October 25 and October 29, 2010.

B. Attorney

Board Attorney Charles Smith reported that the Vakili case had been continued to November 5, 2010 for a pretrial conference, but that date would have to be rescheduled because Mr. Smith is out of town.

Mr. Smith reported that Tanya Brady has received notification from Dental Dreams that they intend to renew the license for the parking spaces at Hinkston Park. No board action is required since the original licensing agreement approved by the board provided for an automatic renewal upon notification.

Mr. Smith reported that he is working with Mike Trigg on drafting an acceptable access agreement with Terry Atwater for access to the parking spaces near Roosevelt Park.

Mr. Petry advised that he recently attended a workmen's compensation hearing regarding former employee Kathy Newyear and that PDRMA had taken certain videos of Ms. Newyear to show her injury as not being as severe as she claimed.

C. IAPD/Legislation Update

Mr. Petry advised that the Department of Natural Resources grant program has been reviewed. Mr. Petry stated that it is unlikely that the Waukegan Park District will go after a project this coming year. Commissioners Foley and Duffy asked if the Waukegan beach project would be eligible for this grant program. Mr. Petry advised that the city could apply for the grant. He will continue to review the grant program to see if there is an opportunity for the Park District to take advantage of.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report. He noted that there has been an increase in the tax revenue in the last month. He is also talking with Pat Morris about the likely effect on the Park District based upon the reduced assessments made on homes by the assessor.

Commissioner Sarocka asked about the dispute with Commonwealth Edison over electricity usage at Bonnie Brook facility. Mr. Glogovsky advised that it will be a few weeks before a response is received from Commonwealth Edison.

Commissioner Foley asked about the settling at the Douglas House at Upton Park. Mr. Trigg commented that it is his opinion that the floor boards are settling and not the foundation.

D2. Cultural Arts. Claudia Freeman presented a written report and advised that the Oakwood Cemetery Walk attendance was down approximately 50% over prior years and that this is likely due to the fact that this is the first year there was a charge to participate in the walk.

Ms. Freeman also advised that the play *Death of a Salesman* opened this past week and will run for two more weeks. She commented that it is a very good production and urged the commissioners to attend.

Commissioner Duffy asked if the Historical Society will repair the wallpaper at the museum and Ms. Freeman advised that they will but likely do it over two years.

Commissioner Foley advised that Concert Call is holding its benefit, Breakfast for a Song, to support the chorus and symphony on November 7, 2010 at Bonnie Brook from 8:00 to 10:00 a.m.

D3. Parks. Michael Trigg presented his written report.

President Motley asked about the turf seminar recently held. Mr. Trigg advised that it was sponsored by Toro and approximately 80 area professionals came to inspect what the Park District has done.

Commissioner Sarocka asked if the fields at the SportsPark should be covered during the winter; Mr. Trigg advised that the fields would not be covered and the fields are prepared for the winter the same as other ball fields in the Park District system.

Commissioner Duffy asked if the new plaque will be ready for Veteran's Park for the November 11 Veteran's Day Memorial and was advised that the plaque will be ready.

President Motley asked about preparations to keep snowmobiles off of the fields at the SportsPark. Mr. Trigg and Mr. Petry advised that local law enforcement officials and Lake County Forest Preserve rangers have been advised to watch for snowmobiles. Also, a significant amount of trees have been planted that should keep the snowmobiles out of the facility.

D4. Recreation. Alicia Mentell presented her written report. She advised that Halloweenfest will be held on October 30, 2010. She also advised that Travis Bakken has resigned to accept a position in Iowa.

The reports of the American Independence parade were reviewed and Ms. Mentell reported that the Park District cut costs in light of the City of Waukegan's withdrawal of financial support.

Commissioner Duffy asked about meetings with the "Y" and the local Boys & Girls Club after school programs and coordination of resources to provide better after school programs. Ms. Mentell and Mr. Petry both advised that the real problem with the Park District or any of these organizations providing after school programs is the lack of funding for bussing.

## VII. Review, Discuss, Decide

### A. Authorization to Accept Bids/Quotes.

Change Order 071, in the amount of \$31,087 from Berger Excavating Contractors, Inc., for additional asphalt removal and reconstruction of Beach Road and adding a culvert;

Change Order 076 in the amount of \$25,857 from Chadwick Contracting Company, for removal and replacement of concrete sidewalk and curb to meet revised grades;

Change Order 079 in the amount of \$2,986, from Car-Min Construction Company, to extend the mow strips on both sides of the south and west alleys through the warning track;

Change Order 080 in the amount of \$4,200 from Chadwick Contracting Company, for removal and replacement of approximately 160 lf of curb damaged due to unknown causes;

Change Order 081 in the amount of \$402 from Hardin Paving Services, to paint two right turn only arrows on the exit drive to Beach Road;

Change Order 082 in the amount of \$2,314 from Chadwick Contracting Company, to provide tactile tile and handicap stripping and signs;

Change Order 083 in the amount of \$10,203 from Stuckey Construction Co. to furnish and install prefinished sheet metal trim to cover the exposed portion of a beam at the perimeter of the shade structure roofs;

Change Order 084 in the amount of \$26,989 from Berger Excavating Contractors to remove existing transite culvert and storm sewer piping at the creek under Beach Road;

Change Order 085 in the amount of \$23,355 from Berger Excavating Contractors to remove and replace 2,575 cy of unsuitable soil during the reconstruction of Beach Road;

Change Order 086 in the amount of \$18,096 from Ryan Incorporated, for topsoil, seed and blanket in the area between the fence and the synthetic turf at the Championship Field;

Change Order 087, a credit in the amount of \$27,002 from Ryan Incorporated, for deleting protection fencing around all soccer fields during the grow-in.

**Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve change orders 071, 076, 079, 080, 081, 082, 083, 084, 085, 086, and 087.**

**Discussion on the motion:** Commissioner Duffy objected to these change orders being done without prior Board approval. Mr. Petry explained that the work needed to be done, particularly since most of the change orders concern the work

on Beach Road. He stated that when the road is cut open, the work needs to be done immediately and staff needs to authorize the change order.

Commissioner Foley acknowledged that all the change orders and the conditions that cause the change orders, were communicated by the staff to the Board.

Commissioner Durkin expressed his concern over change order 083, which appeared to be primarily a cosmetic matter and not really necessary.

Commissioner Duffy stated that he was disappointed that he was not presented a spreadsheet showing the total dollar amount of the change orders and the status of the contract relative to the budgeted amount. Mr. Petry stated that he would get an updated report to the board from W.B.Olson.

Commissioner Foley stated that she was satisfied with the reporting presented on all change orders.

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

Additional Material Costs – Infield and Warning Track. Mr. Trigg presented to the Board the need for an additional 349.03 tons of Louisville Slugger Sur-Hop Red Infield Mix at \$68/ton for an additional material cost of \$23,734.04, and an additional 353.71 tons of Red Tread Warning Track Granite at \$59.80/ton for an additional material cost of \$21,151.86. Mr. Trigg pointed out that Waupaca Sand & Solutions would give a credit against the material already ordered in the amount of \$3,196 for a net total cost of \$41,689.90. **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the expenditure of \$41,689.90 with Waupaca Sand & Solutions for additional infield mix and warning track material. Roll call to the motion: Ayes: Durkin, 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 (#5 Parade) (16-11-11-583-9999)	\$3,830.00	
Recreation (02-13-13-473-9999)		\$3,830.00

Purpose: To cover expenses for supplies and services for American Independence Festival.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#5 Parade) (16-11-11-583-9999)	\$13,069.00	
Recreation (02-13-13-473-9999)		\$13,069.00

Purpose: To cover expenses for supplies and services for American Independence Parade.

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-48-88-473-9999)	\$44.00	

Purpose: Transfer unused fundraising dollars from the Trace & Pace registration.

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

C. Resolution 2010-14 Authorizing Issuance of Individual Procurement Cards

**Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve Resolution 2010-14 to authorize individual procurement cards through Harris Bank**

Commissioner Foley asked what procurement cards are and how they will be used. Mr. Glogovsky stated that staff is still working on procedures and it will be approximately 4-6 weeks before the procedures are finalized and the cards are ready to use. There will be limits on the use of the cards and different limits for various departments as to what they utilize the procurement cards for. The card will act very much like a debit card and will allow the Park District to access funds, but all expenditures using the cards will still be noted in the Board packets and approved by the Board

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

D. General Obligation Limited Tax Refunding Park Bonds, Series 2010

Dave Phillips from Speer Financial made a presentation concerning the 2010 General Obligation Limited Tax Refunding Park Bonds in the amount of \$1,573,400. Mr. Phillips was pleased to report that the low bid on the bond came from Northside Community Bank in Gurnee, which is part of the Wintrust group who bid a net interest rate of 1.28%, which was lower than the bids from Oppenheimer & Co. in Philadelphia PA at 1.676%, and First Midwest Bank in Gurnee at 3.25%. **Motion by Commissioner Duffy, seconded by Commissioner Durkin, to approve the bid of Northside Community Bank of Gurnee IL in the amount of 1.28% for the 2010 General Obligation Bonds and to approve the bond ordinance as prepared by Chapman & Cutler for the 2010 General Obligation Limited Tax Refunding Park Bond Series 2010. Roll call to the motion: Ayes: Durkin, Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None. Motion carried unanimously.**

E. SportsPark Parking Fees

At the request of Commissioner Durkin, the Board discussed whether the Park District should waive the \$5 parking fee for city residents, those holding a valid City of Waukegan vehicle sticker. Mr. Durkin expressed his opinion that the city residents, by their tax dollars, paid for the SportsPark and should not be charged with a parking fee.

Commissioner Sarocka stated that he disagrees and thinks that the fees are part of the financial pro forma prepared by staff and should not be changed.

Commissioner Duffy pointed out that the parking fees are only for events on Saturday and Sunday when there is a tournament or something of that nature happening at the SportsPark.

Commissioner Sarocka suggested that there be parking passes for the volunteer coaches, however Commissioner Duffy pointed out there could be several volunteer coaches on each team and that it would be best to just allow the parking fees to remain as originally agreed upon for the first year of the operation of the SportsPark.

President Motley urged that the parking fees are a needed source of revenue for the operational costs and improvements to the SportsPark.

Mr. Petry noted that these fees will go to maintain the facility.

Commissioner Foley expressed her opinion that the fees are appropriate.

No further action was taken.

F. 2010-11 WPD Holiday Calendar

**Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the 2010-11 holiday schedule. Motion carried unanimously.**

G. Committee of the Whole Meeting – October 18

The Committee of the Whole Meeting has been rescheduled to October 18, 2010 due to the national convention the following week. The topics for review will be food and beverage, golf and capital improvements to the golf course. A group study exchange presentation will be made at that time.

Lakefront Plan

The Commissioners reviewed the 1998 Lakefront plan that was developed by the City of Waukegan. No further action was taken on this matter.

**VII. Closed Session**

No motion was made to adjourn into executive session.

**VIII. Questions from Commissioners.**

There were no comments from the commissioners for consideration.

**IX. Adjournment**

**Motion by Commissioner Foley, seconded by Commissioner Sarocka to adjourn regular session. Motion carried unanimously. Meeting adjourned at 5:50 p.m.**

Respectfully submitted,

Charles W. Smith  
Secretary