

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
December 13, 2011**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on December 13, 2011 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:04 p.m. by President Foley who directed a call of the roll.

II. Roll Call

Present: Commissioners Duffy, Motley, Sarocka, Kilkelly, Foley. Absent: None. Also present was Executive Director Greg Petry and Board Attorney Charles Smith.

III. Consent Items

- A. Minutes
 - November 8, 2011 (Board of Commissioners Meeting)
 - November 15, 2011 (Special Meeting)
 - November 16, 2011 (Special Meeting)
 - November 19, 2011 (Special Meeting)
 - November 29, 2011 (Committee of the Whole Meeting)
 - December 1, 2011 (Special Board Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Motley, seconded by Commissioner Sarocka, to approve the Consent Items and to pay the bills as presented, and approved the date correction in the text of the Minutes of November 16, 2011 and the designation of the November 29, 2011 meeting as a Committee of Whole meeting.

Prior to the roll call, Jay Lerner addressed the issue of the authorization to receive quotes for scoreboards for the Field House and advised of Coco-Cola's sponsorship of the scoreboards that will reduce costs.

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

IV. Public Portion

The introduction of Debra Carl as a Cultural Arts Specialist was deferred to the January, 2012 meeting.

Alicia Mentell introduced Jhrvonte Minnifield as a Special Recreation intern for November 28, 2011 to March 9, 2012. Mr. Minnifield introduced himself to the commissioners.

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report and advised that the Commissioner and Employee of the Year awards are ready to go.

The Strategic Plan was discussed and is on track.

The Volunteer and Patron of the Year awards were reviewed. North Shore Gas is recommended as Patron of the Year and Midwest Generation has been recommended as Volunteer of the Year.

B. Attorney. Mr. Smith reported that Mr. and Mrs. Vakili have filed for bankruptcy and this has delayed the court case. Mr. Smith expressed his opinion that the Park District's claims are not dischargeable in bankruptcy and he is still attempting to have Mr. and Mrs. Vakili make repairs to the ravine. He also advised that the sheds constructed on Park District property have been moved to the front of the property.

The new laws that will take effect in 2012 were reviewed and there will be a further update presented in January.

C. IAPD/Legislation Update

Mr. Petry advised that there is no further news coming out of the legislature. He did review a memo from the Illinois Association of Park Districts regarding the Freedom of Information Act and a recent ruling that electronic communications from an elected official's private computer equipment may be accessed under FOIA based upon an Attorney General opinion issued on November 15, 2011.

Attorney Smith reminded the commissioners of the case law on electronic mail being considered communications and a potential violation of the Open Meetings Act and that commissioners should not send emails to other commissioners discussing Park business.

The commissioners were further advised that even if they are sending communications from their own private emails, that this may be subject to a FOIA request if it deals with Park District business.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report. Commissioner Kilkelly raised a question concerning sex offenders using park facilities. Mr. Petry advised that there have been further changes in the law and that registered sex offenders simply cannot use the Park District's facilities.

Mr. Glogovsky reviewed the Budget Task schedules and stated that he would be scheduling a budget workshop with the commissioners.

Commissioner Sarocka questioned the November decrease in real estate tax revenue.

Mr. Glogovsky pointed out that for the year revenue is up, but that virtually all the taxes have been collected.

D2. Cultural Arts. Claudia Freeman submitted her written report. She advised that she has received a \$5,000 grant from Comcast for visual arts. She also announced that she has been appointed to the Community Outreach Program for CMAP.

The 2011 Oakwood Cemetery Walk report was reviewed. 163 patrons participated in the event.

D3. Parks. Michael Trigg presented his written report. He was asked about the progress on the reconstruction of the 18th tee at Bonnie Brook. He stated that the permit has been secured and construction should take place in the spring.

D4. Recreation. Alicia Mentell presented her written report. She reported that the pet food drive is doing well.

VI. Review, Discuss, Decide

A. Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#51 Rec Spons.)(16-11-11-583-9999)	901.84	
Recreation (02-48-88-473-9999)		901.84

Purpose: To cover the Children's Garden program supplies expense.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#51 Rec Spons.)(16-11-11-583-9999)	2,306.00	
Recreation (02-13-13-473-9999)		2,306.00

Purpose: To offset Worldwide Day of Play expenses.

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999)	10,000.00	
Audit (12-11-11-473-9999)		10,000.00

Purpose: Planned FY2011-12 budget transfer.

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999)	25,000.00	
Museum (10-11-11-473-9999)		25,000.00

Purpose: Planned FY2011-12 budget transfer.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#51 Rec Spons)(16-11-11-583-9999)	1,000.00	
Recreation (02-97-81-473-9999)		1,000.00

Purpose

Transfer IAPD Power Play Grant funds to cover Teen Quest summer camp expenses.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#51 Rec Spons)(16-11-11-583-9999)	320.00	
Recreation (02-97-81-473-9999)		320.00

Purpose

Transfer Midwest Generation sponsorship funds to cover the Wise Kids Outdoors program at the Teen Quest summer camp.

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

B. Agreements.

•Recreation - Dental Dreams Parking License Agreement (revised). **Motion by Commissioner Motley, seconded by Commissioner Sarocka, to approve the revised Parking License Agreement between the Park District and Dental Dreams covering the period of November 1, 2011 through October 31, 2012. Roll call to the motion: Ayes: Motley, Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

•Cultural Arts - 39 Jack Benny Drive and 533 Grand Avenue. **Motion by President Foley, seconded by Commissioner Sarocka, to approve a license Agreement for Use of Room at 39 Jack Benny Drive between the Waukegan Park**

District and Waukegan Harbor Citizens Advisory Group and a License Agreement for Use of Room at 533 Grand Avenue between the Waukegan Park District and MaryFran Troha and Judith Tabachnick. Roll call to the motion: Ayes: Motley, Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.

C. Illinois Institutional Investor Trust Resolution #11-14. Motion by Commissioner Duffy, seconded by Commissioner Motley, to approve Resolution 11-14 approving the Declaration of Trust of the Illinois Institutional Investors Trust and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of the Waukegan Park District.

Mr. Glogovsky explained that this agreement would provide additional security and a larger asset resource base for Park District funds.

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

D. FY 2011-12 Mid Year Report. Mr. Glogovsky presented the mid-year report. The commissioners reviewed the report which highlighted a dramatic increase in expenses and decrease in revenues resulting from the 2011 summer storms and the damage to the golf course and other park facilities.

Commissioner Sarocka inquired whether the Park District had insurance for these losses. Mr. Glogovsky explained that in the insurance industry these are referred to as "timber" losses and not covered by the Park District's insurance policies. Well over 90% of the losses are not covered. There is some coverage for damage to fences and other property.

Motion by Commissioner Duffy, seconded by Commissioner Motley, to accept the mid-year financial report. Motion carried unanimously.

E. 2011 Tax Levy Ordinance #11-05. Motion by Commissioner Duffy, seconded by Commissioner Kilkelly, to approve the Tax Levy Ordinance #11-05 as presented. Roll call to the motion: Ayes: Motley, Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.

F. 2012 Golf Rates. Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve the 2012 golf rates as presented. Roll call to the motion: Ayes: Motley, Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.

G. 2012 Advisory Committee Meeting Dates. Motion by Commissioner Motley, seconded by Commissioner Kilkelly, to approve the 2012 Advisory Committee meeting dates. Motion carried unanimously.

H. Policy Amendments for Review and Approval

• Policy 2.01 - Fees and Charges and Policy 2.02 Purchasing. **Motion by Commissioner Sarocka, seconded by Commissioner Sarocka, to approve Policy 2.01 and Policy 2.02 as amended. Roll call to the motion: Ayes: Motley, Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

I. Recreation Program Advisory Committee Appointments. **Motion by Commissioner Kilkelly, seconded by Commissioner Sarocka, to approve Diane Kajfez as a member of the Recreation Program Advisory Committee. Motion carried unanimously.**

J. Jack Benny Arts and Humanities Award. **Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to name Ann Darrow as the recipient of the 2012 Jack Benny Arts and Humanities Award. Roll call to the motion: Ayes: Motley, Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

K. Acceptance of Aquatic Study Report prepared by Public Research Group. **Motion by Commissioner Motley, seconded by Commissioner Sarocka, to accept the Aquatic Study Report prepared by Public Research Group. Motion carried unanimously.**

VII. Closed Session.

No motion was made to recess to closed session.

VIII. Commissioner Questions.

Commissioner Kilkelly inquired about the use of cones at the Field House to reserve parking spots for fitness club members.

President Foley stated her opinion that a better solution needs to be found to ensure parking for fitness club members when special events are being held at the Field House.

Mr. Petry reviewed how the segregation of parking spots for fitness club members has been handled in the past.

Commissioner Kilkelly stated her opinion that reserving parking spots for fitness club members is elitist and should be discontinued.

IX. Adjournment.

Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to adjourn. Motion carried. Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary