

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
February 12, 2013**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on February 12, 2013 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 Sarocka who directed a call of the roll.

II. Roll Call

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

III. Consent Items

- A. Minutes
January 8, 2013 (Board of Commissioners Meeting)
January 22, 2013 (Committee of the Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Duffy seconded by Commissioner Foley, to approve the consent items and pay the bills as presented.

Discussion on the motion: Commissioner Foley noted two corrections in the Minutes. Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve the Minutes. Roll call to the motion: Ayes: Duffy, Foley, Sarocka. Nays: None. Absent: Motley, Kilkelly. Motion carried unanimously.

IV. Public Portion

No members of the public asked to address the Board.

Alicia Mentell introduced Sara Phipps who will be working as a special recreation intern. David Holzrichter will be working at the Belvidere Rec Center with an emphasis on adult recreation and special events.

Mike Trigg introduced Noel Brusius who accompanied Mr. Trigg, along with Scott Maclean, to the annual STMA conference in Daytona Beach between January 16-18, 2013. Mr. Brusius accepted the award for the soccer field of the year for the

SportsPark on behalf of the Park District. Mr. Brusius stated that it was an honor to win the award, but that this was a team effort of all those who helped plan and take care of the fields.

Motion by Commissioner Duffy, seconded by Commissioner Foley, to seat Commissioner Kilkelly at 4:15 p.m. Motion carried unanimously.

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report. He stated that the Committee of the Whole meeting scheduled for February 26 should be rescheduled and that the topic will be the second budget workshop.

Mr. Petry also advised the Board of the application process for the 2013 gold medal awarded by the NRPA.

Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve and support the Park District's application for submittal for the 2013 NRPA Gold Medal Award. Motion carried unanimously.

B. Attorney. Mr. Smith advised that the donation of the Beach Road property has been delayed by discussion among the beneficiaries of the trust owning the land, but that he is expecting to record the deed in the Spring of 2013.

President Sarocka asked Mr. Smith if there was any further information available on whether golfing privileges to commissioners and employees by Golf Vision would create any problems under the Gift Ban Act or state statute.

Mr. Smith advised that there is a difference of opinion, but he advised that in 1972 the Park District was involved in litigation over this issue and that his opinion remains unchanged that Golf Vision should not grant free passes to commissioners or employees.

President Sarocka advised that Mr. Bush of the Ancel, Glink law firm should be consulted and Mr. Smith stated that he would contact Mr. Bush.

Mr. Glogovsky advised that he had attended a recent seminar where it was suggested that if opportunities are presented to the commissioners or employees, through which the Park District would lose the opportunity to gain revenue, that such gratuities must be reported on the employee's W-2 or a 1099 to the commissioners.

Mr. Smith stated that if there is advice being given that such rounds of golf would need to be included on either an employee or commissioners tax return, that would further strengthen the position that the rounds of golf were compensation to commissioners and employees and that is prohibited under state statute.

Mr. Glogovsky is pulling together the information and research he has conducted and will be creating a report for the board to review.

C. IAPD/Legislation Update. Mr. Petry advised that he attended a legislative breakfast with other park districts on February 11, 2013. He advised that the legislators are stating that pension discussions are the big issue in Springfield. While the grants for park districts and OSLAD funding is favorably viewed by legislators, the issue of pension reform is the highest agenda and that there is likely to be little progress on other issues until the pension issues are resolved.

Commissioner Foley commented that some school districts are now looking at a tiered retirement program in an attempt to alleviate some of the pension concerns.

Mr. Petry advised that there was some discussion at the legislative breakfast about gaming.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented his written report and advised that the two TIF refunds for 2012 were much less than he expected by approximately \$16,000 each.

Commissioner Foley raised the question concerning the reported gas leak at the Field House in Tanya Brady's report.

Mr. Glogovsky advised that although North Shore Gas came out and fixed the problem it was not really a gas leak, it was more of a filter problem that has been corrected.

Commissioner Foley congratulated Mr. Glogovsky on his appointment to the IPRA Finance Committee for a five year term.

Commissioner Foley also noted in the reports of guests not using the proper restrooms at the Field House and they should be directed that the restrooms on the second floor are not changing facilities and there is a locker room on the first floor.

Commissioner Foley also questioned if the Park District is tracking the use of gift certificates for use of the facilities.

Mr. Petry and Mr. Glogovsky stated that Golf Visions has asked that the Park District be very judicious in issuing gift certificates for food or golf carts as they affect revenue for the golf facilities.

Golf Visions' report of January 15, 2013 was discussed and it was recommended that the figures be reviewed, but that a true picture of the operation of the golf facilities by Golf Visions will not become clear until approximately May 2013.

Mr. Glogovsky suggested that the Committee of the Whole meeting be rescheduled to March 5, 2013 at 3:00 p.m. and that it will be the second budget workshop. The commissioners were in agreement.

D2. Cultural Arts. Claudia Freeman submitted her written report. She advised that she is working on an Illinois Arts Council grant that is due on March 15, 2013.

D3. Parks. Michael Trigg presented his written report. The commissioners had no questions for Mr. Trigg.

D4. Recreation. Alicia Mentell submitted a written report and advised that the Father/Daughter Date Night is scheduled for February 16 at the Belvidere Rec Center. She also discussed a possible contract between the Park District and Ellis and Associates for pool management services. She stated that this proposal should be received shortly and she would ask the Board to consider it at the March meeting.

Jay Lerner reported that the Gold membership at the Field House will also include the use of the aquatic facilities.

Mr. Petry advised that he has expressed interest on behalf of the Park District for use of the pool at the now-closed YMCA facility if the proper financial agreements could be made. He also stated that there is a problem with soil contamination at the facility and that the Park District would not be interested in purchasing the YMCA.

VI. Review, Discuss, Decide

A. Interfund Transfers.

<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: FY 2012-2013 budgeted transfer to cover expenses and maintain fund balance for the Museum Fund.

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

B. Ordinance 13-01. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Ordinance 13-01 abating taxes on all Park District Bonds for 2012. Roll call to the motion: Ayes: Duffy, Kilkelly, Foley, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously.**

C. Permission to Accept Bids/Quotes.

Parks Division

➤ 2013 Winter Tree Pruning. **Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the bid of Bartlett Tree Experts of Northbrook in the amount of \$9,074 for winter tree pruning, being the lowest responsible bidder. Roll call to the motion: Ayes: Ayes: Duffy, Kilkelly, Foley, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously.**

➤ Douglas House Foundation and Floor Structure Repair Project. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the bid of Integrity Developers of Waukegan in the amount of \$67,900 for the Douglas House foundation and floor structure repairs, being the lowest responsible bidder.**

Mr. Trigg advised that Legat Architects had checked the references of Integrity Developers and found them to be a competent contractor.

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

➤ Ganster Pool Heater Replacement. **Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve the bid of McDonough Mechanical Services, Inc. of Waukegan in the amount of \$12,587 for the Ganster Pool Heater Replacement, being the lowest responsible bidder. Roll call to the motion: Ayes: Ayes: Duffy, Kilkelly, Foley, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously.**

Administration

➤ Brochure Printer. **Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the bid of Castle Printech of Elgin in the amount of \$63,525 for the printing of the quarterly brochure for the Fall of 2013 through Summer of 2014. Roll call to the motion: Ayes: Ayes: Duffy, Kilkelly, Foley, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously.**

VII. Closed Session.

Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to enter into closed session to discuss personnel pursuant to 5 ILCS 120/2(C)(1). Motion carried unanimously. Roll call to the motion: Ayes: Ayes: Duffy, Kilkelly, Foley, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously. Regular session adjourned at 5:07 p.m.

Following closed session, regular session resumed at 5:41 p.m.

VIII. Commissioner Questions.

Commissioner Duffy asked Mr. Petry whether the staff is regularly challenged to review the manner in which Park District operations are done to determine if there are new ways to cut costs. He suggested cash incentives for employees who come up with cost savings idea.

Mr. Petry explained that the staff is regularly challenged to review the manners in which the Park District does business to try to find ways to cut costs.

Commissioner Foley had no comment.

Commissioner Kilkelly asked when would be the discussion of capital improvements for the area along River Road.

Mr. Petry advised that it would be part of the budget discussions at the March 5 meeting.

President Sarocka stated that a citizen had called about the ice skating rink surface at Victory Park and whether the Park District maintained it.

Mr. Petry stated that the Park District does maintain the skating rink and even after there is a thaw, that crews go out and re-level and re-spray the pond until approximately mid-February when the sun gets too high to maintain the frozen ice.

IX. Adjournment.

Motion by Commissioner Duffy, seconded by Commissioner Foley, to adjourn. Motion carried unanimously. Meeting adjourned at 5:44 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary