

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
January 11, 2011**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on January 11, 2011 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 3:55 p.m. by Commissioner Pat Foley who directed a call of the roll.

II. Roll Call

Present: Commissioners Foley, Duffy, Sarocka Absent: President Motley due to a traffic accident. Also present were Executive Director Greg Petry and Board Attorney Charles Smith.

III. Consent Items

- A. Minutes
December 14, 2010 (Board of Commissioners Meeting)
December 16, 2010 (Special Meeting/Golf Advisory)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Duffy seconded by Commissioner Sarocka, to approve the Consent Items and to pay the bills as presented. Roll call to the motion: Ayes: Duffy, Foley, Sarocka. Nays: None. Absent: Motley. 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 discussed with the commissioners the advisability of appointing Janet Kilkelly to the vacant seat due to the election of former commissioner Bill Durkin to the County Board. There are no other candidates on the April ballot for the vacant Park District position other than Janet Kilkelly. The commissioners will consider this at their next meeting.
- B. Attorney
Board Attorney Charles Smith reported there has been a significant number of appeals seeking a reduction of \$100,000 or more in assessed valuation within the Park District. Smith & LaLuzerne is monitoring the appeals, but there are substantial reductions being awarded by the Board of Review.

Mr. Smith also advised that on the agenda was Resolution 2011-1 to approve the transfer of land from the Waukegan Park District to the City of Waukegan along the lakefront. This land was originally supposed to be transferred to the City as part of an exchange of property dating back to 1990 when the Park District received land for Powell Park, now known as Bradbury Park, Western Avenue Tot Lot, Bedrosian Park, and King Park. These two parcels were missed when the original exchange of property took place in 1990 and the Board is being asked to approve the transfer so that all land that was due the City of Waukegan in 1990 is transferred to them.

C. IAPD/Legislation Update

Mr. Petry reminded the commissioners about the January convention of the Illinois Association of Park Districts to be held in Chicago.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report and noted the receipt of a 2011 Sticks for Kids grant from the NRPA. This involved receiving ten sets of junior golf clubs at no cost to the District.

Mr. Glogovsky advised that he received a phone call from Commonwealth Edison. ComEd has acknowledged that the meter settings at the Bonnie Brook Clubhouse are wrong. They will be corrected but only retroactive to April 10, 2010.

Mr. Glogovsky also reported on the pre-function room at the Bonnie Brook Clubhouse and that it will be ready for rentals in the coming week. The painting of the women's restroom is ready to begin.

Commissioner Duffy questioned the \$52,123 decrease in real estate revenue in December. Mr. Glogovsky stated that while there was a decrease in December for the year, the Park District was still \$29,036.27 ahead of the amount received in 2009.

A budget workshop is scheduled as part of the Committee of the Whole meeting on January 24, 2011.

D2. Cultural Arts. Claudia Freeman presented a written report and advised that she is working with the Waukegan Arts Council and is looking for a new director for the Waukegan Concert Chorus.

D3. Parks. Michael Trigg presented his written report. He stated that Bedrosian Park had received an award and Park District employee Noel Brusius has received a sports turf scholarship.

D4. Recreation. Alicia Mentell presented her written report. She advised that the Polar Bear plunge went extremely well with over 550 signed up to participate. She noted the great support from area taverns for the event and that the Polar Plunge continues to grow. She expressed her appreciation for the cooperation from the various city departments in making this event a success since it benefits the entire city.

Ms. Mentell also advised that the Park District has received a No Employee Left Behind award from the Illinois Park and Recreation Association and she cited the coordinating efforts of Mike Wirsing in obtaining this award.

The Halloweenfest 2010 Report was included in Ms. Mentell's written report. Commissioner Duffy expressed concern about the financial effect on the loss of sponsorship from the Great Lakes Credit Union and availability of funds to subsidize this and other events. Staff reported that they are confident that they will be able to continue the same number of events next year and will continue to receive support from the business community.

VII. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes.

- Parks - Romtec Restroom Buildings. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve the quote from Romtec in the amount of \$77,920.12 for two Sierra IV Restrooms with Roof Extension and Mechanical Room Building Kit Package, and to waive bid requirements as this is a specialty item which suits the Park District's needs and is only manufactured by Romtec. This is a proprietary product of Romtec and there are no competitors with the same product. Roll call to the motion: Ayes: Foley, Duffy, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously.**

- Finance - Audit Services. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the quote for audit services of Knutte & Associates in the amount of \$75,000 for year end audits of April 30, 2011, 2012, and 2013. Roll call to the motion: Ayes: Foley, Duffy, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously.**

B. Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow (#50 Halloween)(16-11-11-583-9999)	\$5,305.00	
Recreation (02-13-13-473-9999)		\$5,305.00

Purpose: To cover Sponsorship for the 2010 Halloweenfest

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999)	\$1,000,000.00	
Debt Service (17-11-11-473-9999)		\$1,000,000.00

Purpose: The final budgeted debt service transfer for FY2010/11

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

C. Resolutions

- Jack Benny Arts and Humanities Award.
- Volunteer of the Year
- Patron of the Year
- Land Transfer to the City of Waukegan (#2011-1)
- Semi Annual Review of Closed Session Minutes

Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve awarding the Jack Benny Arts and Humanities Award to Sue Harrington-White; Volunteer of the Year award to Ted Injusulian for his work in constructing the mural at Bedrosian Park; and Waukegan Savings Bank as Patron of the Year. Motion carried unanimously.

It was noted that the commissioners chose Alicia Mentell, Superintendent of Recreation, to receive the 2010 Commissioner's Award. A resolution honoring Ms. Mentell will be forwarded for commissioner review.

Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve Resolution #2011-1 for the land transfers between the Waukegan Park District and the City of Waukegan. Roll call to the motion: Roll call to the motion: Ayes: Foley, Duffy, Sarocka. Nays: None. Absent: Motley. Motion carried unanimously.

As required by the Illinois Open Meetings Act, the commissioners made the semi-annual review of the minutes of closed sessions. There were no closed sessions in the preceding six months, so no release was necessary.

VII. Closed Session

No motion was made to adjourn into closed session.

VIII. Questions from Commissioners.

There were no questions or comments from the commissioners.

IX. Adjournment

Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to adjourn regular session. Motion carried unanimously. Meeting adjourned at 5:00 p.m.

Respectfully submitted,

Charles W. Smith
Secretary