

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
July 9, 2013**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on July 9, 2013 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:30 p.m. by President Kilkelly who directed a call of the roll.

II. Roll Call

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

III. Consent Items

- A. Minutes
 - May 28, 2013 (Special Board Meeting)
 - June 11, 2013 (Board of Commissioners Meeting)
 - June 15, 2013 (Special Board Meeting)
 - June 25, 2013 (Committee of Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve the consent items, with the exception of the May 28, 2013 special meeting minutes.

Roll call on the remaining consent items and pay the bills as presented: Ayes: Duffy, Foley, Sarocka, Bridges, Kilkelly. Absent: None. Absent: None. Motion carried unanimously.

Motion by Commissioner Bridges, seconded by Commissioner Foley, to approve the May 28, 2013 minutes as originally presented.

Commissioner Sarocka objected to the minutes as originally presented because they did not include all of his statements relative to why he did not feel that he should be censured and that his written remarks are not attached to the minutes. He stated that he had given those written remarks to the Board's secretary, Charles Smith. Commissioner Bridges stated that Commissioner Sarocka's notes were not offered at

the May 28, 2013 meeting and he did not feel that they should be included in the minutes.

Commissioner Foley moved to call the question. President Kilkelly directed the call of the roll: Ayes: Duffy, Foley, Bridges, Kilkelly. Nays: Sarocka. Absent: None. Motion carried 4-1. Minutes of the Special Meeting of May 28, 2013 were approved as originally submitted.

Commissioner Bridges asked a question as to the quotes for the basketball and tennis court maintenance.

Mr. Trigg advised that the quotes will be presented at the August board meeting so that the work can be done in the fall.

Commissioner Bridges also inquired as to the nature of the River Road Bike Project.

Mr. Trigg explained that this is a joint project with Libertyville Township and the goal is to connect the bike path at Daybreak Farms and extend it down to the Forest Preserve facility.

IV. Public Portion

No members of the public asked to address the board.

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report. He also advised that the Strategic Plan is proceeding on schedule and there is no further update at this time.

Commissioner Duffy inquired about a portion of Mr. Petry's report where he discussed a problem with the food vendor at the SportsPark. Mr. Petry advised that this was really a matter of better customer relations and that he and staff had met with the operator of the concessions and emphasized better customer service. Mr. Petry further advised that this problem seems to be centered around a visiting team from Plano and corrected the concession error. In the future, staff is to be made aware of any problem before it gets out of hand.

Commissioner Sarocka raised a question as to whether the banning of a patron over a conduct problem had been resolved. Mr. Petry stated that he would be talking with the Board's attorney and President Kilkelly following the meeting in an attempt to resolve this issue.

B. Attorney. Mr. Smith reported that the deed for the property adjacent to Bowen Park, obtained in part through a grant from the Audubon Society, and the Beach Road properties that were donated to the Park District had been recorded and that applications are being made for tax exempt status.

Mr. Smith discussed the draft intergovernmental agreement between the Lake County Department of Transportation, City of Waukegan, and the Park District relative to the construction and maintenance of a median beautification project on Sunset Avenue. Mr. Smith explained that he was recommending an amendment to the agreement so as to have the Department of Transportation indemnify the City and the Park District from any claims relative to the design or construction of the median, which will be similar to the provision in the agreement that the City and the Park District would indemnify and hold harmless the Lake County Department of Transportation. Further discussion was deferred until the calling of that agenda item.

C. IAPD/Legislation Update

Commissioner Kilkelly reminded the commissioners that there is a webinar/seminar on ethics scheduled on July 11, 2013 from 6:00 - 7:00 p.m. with no charge if the commissioners wanted to participate via the Internet.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky was not present and his written report was presented. Commissioner Duffy questioned the portion of the report dealing with Moody's Bond Service review and asked if the Park District's rating would be lowered.

Mr. Petry advised that there will be a slight downgrade and that he, Mr. Glogovsky and Mr. Phillips called Moody's and objected to the downgrade. Moody's advised that because of the City's financial problems and the general depressed financial condition of the area, there would be a slight downturn, although they were noting that the Park District is financially solvent and meeting all of its bills.

Commissioner Duffy raised a question concerning the theft of three catalytic converters and asked whether the vehicles should be garaged at night.

Mr. Trigg advised that because the vans are used daily, it is not really practical to garage them each night.

Commissioner Duffy, in reviewing the golf financial operations, questioned why Friday night dinners were being expanded and stated his opinion that this competes with local businesses, which the Park District should not be doing, and further, the Park District is losing money with the food and beverage operation.

Commissioner Foley stated that she has been to Bonnie Brook on Friday nights and is of the opinion that this is a good meal. She further pointed out that GolfVisions is currently in control of food and beverage operations and the Park District should let them make decisions regarding food and beverage.

Commissioner Duffy requested that he be given a count of the number of people who eat on Fridays and how many are part of a golf league.

Commissioner Sarocka stated that the Friday golf league is growing and that on July 5, 2013, there was a good crowd. He supports letting GolfVisions make the decisions concerning food and beverage.

Commissioner Bridges urged that GolfVisions be allowed to develop the food and beverage business and report back to the Board.

Commissioner Duffy suggested that letters should be written to the Waukegan area restaurants stating that the Park District is competing with them.

Commissioner Foley stated that the Bonnie Brook Friday night dinners do not hurt other businesses in Waukegan and that each has its own market niche.

President Kilkelly stated that the Park District is not going to send out any letters such as Commissioner Duffy suggested and urged the commissioners to allow GolfVisions to have a full season of operation before making any decisions.

Commissioner Duffy again asked for additional information concerning dinners served and the cost.

Mr. Petry stated that that information would be provided.

Commissioner Foley stated that residents have asked about the Friday fish fry and that this was something that the Park District had many years ago.

D2. Cultural Arts. Claudia Freeman submitted her written report. There were no questions from the commissioners.

D3. Parks. Michael Trigg presented his written report and reviewed the completion of the renovations at Plonien Park. He provided the board with a concept plan, reviewed the landscaping plan, which includes stone walls, fencing, and landscape screening on the west property line of the park.

Commissioner Foley inquired if there was sufficient area between the garages to the west and the proposed landscaping screening to allow owners to maintain their property.

Mr. Trigg replied that there was sufficient area.

There was further discussion concerning whether fencing would be better and staff advised that the landscape screening was a better solution than constructing a fence.

Commissioner Duffy questioned whether the renovations had corrected the drainage problem at Plonien Park.

Mr. Trigg advised that the drainage has been corrected.

President Kilkelly asked about the provision in the landscape plan that called for Ash trees and inquired if they would be susceptible to the Emerald Ash disease.

Mr. Trigg advised that these trees are healthy, but that could change and they could be infected with Emerald Ash borers.

Mr. Trigg advised that the bids will be presented at the August meeting for Fall planting.

Commissioner Bridges asked about a recent injury to a park patron at Bevier Park.

Mr. Petry explained the tort immunity that the Park District has but that any injury to a patron should be reported as the Park District does have an obligation to repair any known defects.

D4. Superintendent of Recreation.

In light of the retirement of Alicia Mentell, her report was received. Mr. Petry answered any questions.

Mr. Petry advised that 68 resumes have been received as of today and that he is reducing that number for the first round of interviews. He anticipates having a Superintendent of Recreation in place in September 2013.

Commissioner Duffy requested details as to expenses and revenue from the American Independence Day parade.

Mr. Petry advised that this information will be provided to the board as it has in the past.

Commissioner Bridges asked about what staff person will be present when he chairs the Rec Advisory Committee the week of July 15.

Mr. Petry advised that either Jennifer Dumas or Jay Lerner will be at the meeting.

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) Recreation (02-13-13-473-9999)	2,400.00	2,400.00

Purpose. To cover cost of new Park District mascot uniforms.

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

B. Approval of IGA between Waukegan Park District, City of Waukegan, and County of Lake regarding landscaped median on Sunset Avenue. **Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to approve the Intergovernmental Agreement between the Lake County Department of Transportation, City of Waukegan, and Waukegan Park District for safety and Aesthetic Enhancements on Sunset Avenue with the amendment to include paragraph 13 providing the indemnification of the City and the Park District from any claims arising out of the design or construction of the project by the Lake County Department of Transportation. Roll call to the motion; Ayes: Duffy, Foley, Sarocka, Bridges, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.**

Commissioner Bridges inquired as to whether there would be any construction costs for the Park District or the City. He was advised that the total cost of the design and construction would be the responsibility of Lake County DOT and the Park District and the City were only going to provide the maintenance.

Mr. Trigg stated that he did not think that this would involve more than twice a year planting materials.

Commissioner Foley asked if this would be similar to the Lake County DOT project on Washington Street west of Greenleaf.

Mr. Trigg advised that the area in question will not be a raised median such as on Washington Street.

C. Revised 2013 Schedule of Board Meetings reflecting change of meeting time. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the revised 2013 meeting schedule. Roll call to the motion: Ayes: Duffy, Foley, Bridges, Kilkelly. Nays: Sarocka. Absent: None. Motion carried 4-1.**

D. Ordinance #13-04

➤ An Ordinance Fixing the Length of Time a Park Commissioner May Fail to Attend Meetings of the Park Board in Order for Such Commissioner's Office to be Declared Vacant and Providing a Procedure for Declaring Such a Vacancy. **Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve Ordinance 13-04 fixing the length of time a Park District commissioner may fail to attend meetings. Roll call to the motion: Ayes: Duffy, Foley, Bridges, Kilkelly. Nays: Sarocka. Absent: None. Motion carried 4-1.**

Commissioner Sarocka inquired as to why this ordinance was being adopted at this time.

Commissioner Foley stated that she supported the ordinance.

E. Recommendation for Naming Dog Agility Playground. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to honor Justin and Alicia Mentell by naming the dog agility playground in their honor. Motion carried unanimously.**

VII. Closed Session.

Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to enter into executive session pursuant to 5 ILCS 120/2(C)(1), to discuss personnel matters. Meeting adjourned into executive session at 5:35 p.m. Roll call to the motion; Ayes: Duffy, Foley, Sarocka, Bridges, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.

Following executive session, regular session reconvened at 5:55 p.m.

VIII. Commissioner Questions.

Commissioner Sarocka had no comments.

Commissioner Foley stated that she enjoyed her vacation in France.

Commissioner Bridges stated that the parade was a wonderful event and that staff should be highly commended for the work that they did. He also stated his opinion that he would hope that in the future money could be found for a reviewing stand.

Commissioner Duffy agreed that the parade was a wonderful event, but pointed out that the reviewing stand was a \$3,000-\$4,000 expense. He also stated that the activities for children in the park following the parade were wonderful.

President Kilkelly stated that she thought that the parade was a wonderful event and praised the staff for their efforts.

IX. Adjournment.

Motion by Commissioner Foley, seconded by Commissioner Duffy, to adjourn. Motion carried unanimously. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary