

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
June 14, 2011**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on June 14, 2011 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 Foley who directed a call of the roll.

II. Roll Call

Present: Commissioners Duffy, Motley, Sarocka, Foley. Absent: Kilkelly. Also present were Executive Director Greg Petry, Board Attorney Charles Smith.

III. Public Hearing

President Foley opened the public hearing regarding the Budget and Appropriation Ordinance. No members of the public asked to address the Board and no written comments on the budget appropriation ordinance were received. The public hearing was then closed.

IV. Consent Items

- A. Minutes
 - May 10, 2011 (Board of Commissioners Meeting)
 - May 12, 2011 (Special Board Meeting/Golf Advisory Committee)
 - May 24, 2011 (Committee of the Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve the Consent Items and to pay the bills as presented.

Commissioner Sarocka asked a question concerning the amount of money expended for sick time in the month of May. Jim Glogovsky explained that the high number is the result of those employees opting at the end of the Park District's fiscal year (April 30) to sell back their sick hours to the Park District at half value.

At 4:05 p.m. Commissioner Kilkelly arrived and was seated.

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

V. Public Portion

The following interns were introduced: Alex Ouzounian is a management intern who will be working with Tanya Brady in Risk Management. Alex is a student at UW Platteville working towards a degree in Occupational Safety. Whitney Malone is a Special Recreation intern who is currently completing her studies at Southwest Baptist

University and working towards a degree in Community Recreation with a therapeutic concentration. Tarah Smith is an intern with Fitness and Aquatics. She graduated from Truman State University in Missouri with a degree in Communications. Ellen Anderson is an intern with the Youth and Teen programs. A native Waukeganite, she attends the University of Illinois and is working towards a degree in Elementary Education. Casey Hubner is an intern with the Adult and Teen programs. Casey attends UW LaCrosse and is working towards a degree in Recreation Management.

Michael Wirsing accepted the Platinum Safety Award given by Ellis and Associates on behalf of the Park District's lifeguards for their outstanding safety program. President Foley congratulated Mr. Wirsing on the fine work of the employees in promoting aquatic safety.

V. Progress Reports

A. Executive Director

Strategic Plan Update. Greg Petry presented a written report and updated the Board on the Strategic Plan. Mr. Petry is currently focusing on improving communications throughout the Park District and has instituted an initiative of hosting coffees with employees once a week at Joplin's Java Coffee House on Genesee Street. Commissioners are invited to attend these informal coffee gatherings.

NRPA Congress. Mr. Petry reminded the commissioners of the upcoming NRPA Congress to be held November 1-3, 2011 in Atlanta, and let them know that they should inform Sally if they are planning to attend.

Council on Intergovernmental Cooperation. Mr. Petry is working on organizing a Council on Intergovernmental Cooperation with the City of Waukegan, Waukegan Township, and the Waukegan School District. The first meeting is scheduled for July 14, 2011 at the Bonnie Brook Clubhouse.

Commissioner Sarocka asked questions concerning property owned by Jay Drobnick, specifically at Blanchard and Sheridan Road. Mr. Petry advised that he is attempting to facilitate discussions between Mr. Drobnick and Tom Hahn, executive director for the Lake County Forest Preserve, as to how this property might be acquired by the Forest Preserve District.

Mr. Petry advised that he is working with local real estate broker Nick Nicketakis, who advises that the owner of property on Beach Road is willing to donate his property, approximately 6 - 10 acres, to the Park District. The property is near Beach Road and Lewis Avenue behind a bank on Lewis Avenue.

Commissioner Duffy asked about access to the property and is reluctant to expend money on a study of the property until it can be ascertained whether the Park District could turn the property into a park, particularly since accepting the property will take it off the tax rolls.

Mr. Petry advised that it is likely that the City would agree to vacate platted but undeveloped roads so that there would be access to the park and he will inquire further before going on with this project.

B. Attorney

Board Attorney Charles Smith reported that on June 13, 2011 he received a letter from Mr. and Mrs. Vakili's attorney advising that the terms and conditions for a permit for the repairs to the ravine are too excessive and Mr. Vakili will not be able to perform the work. Since the Vakili home is in foreclosure and they do not have the money to professionally repair the ravine, Mr. Smith suggested that he would attempt to get an order acknowledging the fact that the Vakili property is encroaching on Park District property and that the ravine needs to be repaired.

Commissioner Duffy asked if the Park District should make some inquiry as to whether the Army Corps of Engineers or the Illinois Environmental Protection Agency will blame the Park District for erosion into the Waukegan River. Staff is to inquire as to whether a silt fence should be constructed at the bottom of the ravine to prevent further erosion.

Mr. Smith also reported that the City has agreed to accept the two parcels of land near the lakefront that should have been transferred to the City years ago. The Park District has accepted parcels owned by the City in proximity to park locations. This will relieve the Park District of any liability relative to the lakefront land and will improve parks with the additional land received from the City.

C. IAPD/Legislation Update

Mr. Petry advised that the legislative session has come to an end and that there were very minor legislative changes relative to park districts. There was some discussion concerning the pension reform bill passed by the legislature but not yet signed by the governor. The primary change will require the Park District to post on its web site the salaries of all employees whose combined salary and benefits exceed \$75,000.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report and orally stated that real estate tax revenues were down significantly in May, 2011, and over a three month period revenues are down approximately 11%. This situation will need to be monitored.

Mr. Glogovsky reviewed the agenda for the June 28th Committee of the Whole meeting and will be looking for input concerning future capital improvements for the golf program.

Commissioner Sarocka make inquiry about a theft that occurred in the locker room at the Field House. It was reported that the theft involved items taken from a locker that a patron had not secured with a lock.

D2. Cultural Arts. Claudia Freeman submitted her written report and reported that the Dandelion Wine Festival was an overwhelming success with record crowds and great weather.

President Foley asked Ms. Freeman about the addition to the Historical Society and why it had stopped. Mr. Freeman replied that the Historical Society is not able to qualify for any grants for the project and that for now this project is on hold.

D3. Parks. Michael Trigg presented his written report. He reminded the commissioners about the rededication of Roosevelt Park on June 18.

D4. Recreation. Alicia Mentell presented her written report.

Fitness Initiative for Returning Military Personnel with Disabilities. Ms. Mentell and Julie Schneider presented information on the Healthy Minds and Bodies initiative. This program will make Park District facilities and trainers available for returning military personnel with disabilities. There will be some funding that will be needed for personal trainers. **Motion by Commissioner Motley, seconded by Commissioner Sarocka, to direct staff to take necessary action to institute the Healthy Minds and Bodies Fitness Initiative for returning military personnel with disabilities. Roll call to the motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

Eggstravaganza Report. Ms. Mentell's written report was reviewed. The commissioners noted that the cost to the Park District for this event is getting high, particularly since the City is no longer making financial contributions for the event. Commissioner Duffy suggested reaching out to local businesses for support. The Park District's costs associated with the event was approximately \$3,600.

Commissioner Kilkelly questioned the recommendations for improvements and indicated that if signage is purchased, it should be written in both English and Spanish.

American Independence Festivities. Ms. Mentell gave an update as to the preparations for the festivities and charges for vendors.

Ms. Mentell also advised that the Children's Garden grand opening will be June 17, 2011 at 10:00 a.m. She highly commended the support received from Midwest Generation on this project and is also pleased with their support in purchasing memberships for their employees at the Field House.

VII. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes.

•Parks

•Approval of Golf Maintenance Equipment - Sprayer. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the purchase of one Toro Multi Pro 5800 Turf Sprayer from Reinders, Inc. in the amount of \$41,897.85 based upon National Intergovernmental Purchasing Alliance pricing. Roll call to the motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

•Recreation

•Replacement of Treadmill Decks. **Motion by Commissioner Motley, seconded by Commissioner Sarocka, to approve the purchase of 18 replacement treadmill decks for the Field House Sports and Fitness Center from Technogym USA in the amount of \$17,211.16. Roll call to the motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

B. Agreements

•Beach Park for non-resident fee reimbursement. The commissioners reviewed a letter from the Village of Beach Park dated April 28, 2011 requesting an agreement between the Park District and the Village to reimburse Beach Park residents, through the Village of Beach Park, the difference between non-resident and resident charges. Staff recommended that the Village of Beach Park issue the reimbursements to its residents and that the Waukegan Park District should not get involved in the bookkeeping necessary to track Beach Park residents who register for Park District programs. It was suggested that Beach Park residents could merely take the receipts for their Waukegan Park District programs to the Beach Park Village Hall and Beach Park could issue the reimbursements.

•ArtSpace: Washington Park Parking Lot License. This matter will be taken up as part of a meeting following the committee of the whole meeting on June 28.

•Land Transfers: City of Waukegan. As noted in the Attorney's report, the commissioners agreed to accept the transfers from the City of Waukegan of various parcels adjacent to city parks and that the city has accepted the transfer of two parcels at the lakefront from Park District to the City of Waukegan.

C. SportsPark

•Change Order Proposal #090. **Motion by Commissioner Sarocka, seconded by Commissioner Motley, to approve change order #090 providing a credit to the Park District from W.B. Olson in the amount of \$4,415. Roll call to the motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

D. Interfund Transfers. There were no interfund transfer of funds requested by the Finance Department.

E. Ordinances

•FY 2011-12 Budget & Appropriation Ordinance #11-02. **Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve ordinance #11-02, the Combined Budget and Appropriation Ordinance for fiscal year 2011-12. Roll call to the motion: Ayes: Duffy, Motley, Kilkelly, Foley. Nays: None. Absent: Sarocka left the meeting at 5:30 p.m. Motion carried unanimously.**

•Prevailing Wage Ordinance #11-03. **Motion by Commissioner Motley, seconded by Kilkelly, to approve the Prevailing Wage Ordinance #11-03. Roll call to the motion: Ayes: Duffy, Motley, Kilkelly, Foley. Nays: None. Absent: Sarocka. Motion carried unanimously.**

F. Resolution

•Semi Annual Review of Closed Session Minutes, Resolution 2011-13. **Motion by Commissioner Duffy, seconded by Commissioner Kilkelly, to approve Resolution 2011-13, Semi Annual Review of Closed Session Minutes. Roll call to the motion: Ayes: Duffy, Motley, Kilkelly, Foley. Nays: None. Absent: Sarocka. Motion carried unanimously.**

VII. Closed Session

No motion was made to adjourn into closed session.

IX. Questions from Commissioners.

Commissioner Duffy stressed the need for continued intergovernmental cooperation. He would like to see all elected officials acknowledged and introduced at Park District events.

Teddy Anderson stated that she has a sign-in sheet for elected officials at all such events. She will make sure that not only are those people recognized but that if someone has failed to sign in, that the MC should ask if there are any other elected officials present and that they be recognized.

Commissioner Motley reported that at the most recent city council meeting the aldermen were enthusiastic in their praise for the Park District and the new SportsPark. He noted how some of the aldermen who had originally opposed the project were extremely supportive of finished product and stated how well it reflects on the City of Waukegan.

Commissioner Motley expressed his appreciation to his fellow commissioners for honoring him with the naming of Wayne Motley Drive at the new SportsPark. He stated that his entire family was very proud of him and of the recognition that the Park District bestowed to him.

Commissioner Kilkelly congratulated the staff on the entire SportsPark construction and grand opening event.

President Foley commented that because of employment commitments, she would like to see if events such as the opening ceremony for the SportsPark could start after 5:00 p.m. so more people would have the opportunity to be present.

President Foley also commented that she believes that the new rug at the Bonnie Brook Clubhouse is hideous and should be removed and a more suitable color found.

X. Adjournment

Motion by Commissioner Motley, seconded by Commissioner Duffy to adjourn regular session. Motion carried unanimously. Meeting adjourned at 5:37 p.m.

Respectfully submitted,

Charles W. Smith
Secretary