

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
March 8, 2011**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on March 8, 2011 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 3:45 p.m. by President Motley who directed a call of the roll.

II. Roll Call

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

III. Consent Items

- A. Minutes
February 8, 2011 (Board of Commissioner Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the Consent Items and to pay the bills as presented. Roll call to the motion to approve consent items: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: Kilkelly. Motion carried unanimously.

IV. Public Portion

A. Patron of the Year Award Presentation. President Motley presented to J.T. Primack of Waukegan Savings Bank the Park District's Patron of the Year award. President Motley expressed the Park District's appreciation for the strong support from Waukegan Savings Bank. Mr. Primack stated that Waukegan Savings Bank is proud to be a patron of the Waukegan Park District and supports its many activities.

No other members asked to address the Board.

V. Progress Reports

A. Executive Director

Greg Petry presented a written report and advised that the Strategic Plan is just about complete with a few minor alterations to be completed. He also reported that staff is working on the financial aspects of the SportsPark and is in active negotiation with Milena's Restaurant for submitting a proposal for concession services. This matter will be ready for the Board's consideration at the April meeting.

Commissioner Sarocka asked about Mr. Petry's recent meeting with Mayor Sabonjian and wanted to know what was transpiring relative to the beach activities. Mr. Petry advised that there is very little being discussed about the beach and stated that the City does not intend to provide lifeguards for the 2011 summer. Signs will be posted advising that swimming will be at your own risk. The Park District will not be involved in any activities relative to the lakefront.

Commissioner Foley asked Claudia Freeman if she was working with Morale, Welfare and Recreation (MWR) at Great Lakes concerning individuals stationed at Great Lakes being involved in Cultural Arts activities, both as participants and attending activities. Ms. Freeman advised that she has been in contact with MWR and does make them aware of Park District presentations.

Commissioner Sarocka asked Mr. Petry for an update on the Drobnick properties along Sheridan Road near Blanchard. Mr. Petry advised that these properties do not suit the Park District's needs, but that he has been assisting Mr. Drobnick in contacting the appropriate people at the Lake County Forest Preserve District about the properties.

B. Attorney

Board Attorney Charles Smith reported that Mr. Vakili's attorney, Steve Martin, has advised him that Mr. Vakili has made an application for a building permit to do the restoration work on the ravine. Mr. Martin asked Mr. Smith if the Park District would present the application in order to obtain a waiver of the fee and he was advised that the City does not grant any waiver of permit fees to the Park District. A further status of the case will be presented at the April meeting.

C. IAPD/Legislation Update

Mr. Petry reported that the Waukegan Park District has gained a great deal of respect statewide. He also stated that any commissioner wanting to work on any of the IAPD committees to contact him and he would submit their name for consideration.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report and advised that the pre-function Room at Bonnie Brook is now completed and invited the commissioners to stop in and take a look. Several commissioners have already seen the finished product.

Mr. Glogovsky advised that on March 14 he will participate in a MWR Recreation Expo at Great Lakes and that the Park District will continue to offer military discounts and advertise in the Great Lakes Bulletin.

Commissioner Sarocka asked about the amount of the military discounts and what the golf fees are at military facilities such as Willow Glen. Mr. Sarocka suggested that the Park District might want to match the fees for a round of golf charged at Willow Glen.

Commissioner Duffy stated that multiple discounts make it difficult for the staff operating the cash registers to keep track of all discounts and urged the staff to work on this issue.

President Motley suggested that the discount issue be left for Tim and his staff to handle at the golf course.

Motion by Commissioner Duffy, seconded by Commissioner Foley, to seat Commissioner Kilkelly who arrived at 4:03 p.m. Motion carried unanimously.

Commissioner Sarocka complimented Mr. Glogovsky for obtaining the check from Commonwealth Edison for funds due the Park District relative to Bonnie Brook.

•FY 2011-12 Budget Update. Commissioner Duffy asked Mr. Glogovsky if he is confident about the tax revenue projections presented in the draft budget. Mr. Glogovsky stated that he is confident of these projections, even with the declining EAV.

President Motley asked questions concerning the tax levy.

Commissioner Duffy asked about the projections of \$160,000 in concession revenue and if Mr. Glogovsky felt that this was a realistic number to expect in the coming fiscal years. Mr. Glogovsky stated that it was his opinion that the concession revenue would be achieved.

Mr. Glogovsky also advised that there will be a number of transfers between accounts in the coming year and he will keep the Board advised on this issue.

President Motley asked that the parking revenue be shown as a separate line item in the concession revenue.

Mr. Petry explained that these matters are all broken down internally, but are shown as one line item in the budget.

•Capital Improvement Program (CIP) Update. The Board continued to review the CIP projects and discussed the cost of a new sign at Bonnie Brook and perhaps moving some of those funds towards new tee boxes on the golf course.

Greg Benson discussed the tee boxes. Commissioner Sarocka suggested a forward tee box on the 15th hole.

Commissioner Duffy reviewed the Bonnie Brook Master Plan with Mr. Benson and staff will continue to work on suggestions concerning new tee boxes.

D2. Cultural Arts. Claudia Freeman submitted her written report and reported on her discussions with MWR. Also, the Park District has been asked to perform at the Great Lakes Naval Training Station as part of the Navy's 4th of July celebration.

D3. Parks. Michael Trigg presented his written report.

Commissioner Sarocka asked about the lightning detection system and Mr. Trigg advised that the system is installed and will be operational when the SportsPark opens.

Commissioner Foley asked about roof leaks at the Field House and staff advised that WB Olson and the roofers for the project are determining the locations of the leaks and will fix them.

Commissioner Foley questioned the removal of snow at Hinkston Park after seeing people walk on the inside of the walking trail. She fears that people will fall into the water.

Commissioner Kilkelly asked whether the change orders at the SportsPark totaled approximately \$1.5 million. She was advised that that amount is the approximate amount of the change orders and it represents approximately 7% of the budget for the SportsPark.

Commissioner Duffy and President Motley explained that the extras at the SportsPark were planned for and are part of the budget for the project.

D4. Recreation. Alicia Mentell presented her written report. She reported that with one exception, all people named to the American Independence Festivities Committee have accepted and she expects the other member will accept as well.

Commissioner Sarocka asked about the mini brochures for the Field House. He was advised that the brochures are being printed.

Commissioner Kilkelly asked about safe haven facilities. Ms. Mentell explained the lockdown training that the staff has received.

Commissioner Sarocka commented that he was pleased with the efforts made at the Field House the prior weekend to have reserved parking for members while a tournament was held at the Field House.

VII. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes.

•Parks

•SportsPark Soccer Goals. **Motion by Commissioner Foley, seconded by Commissioner, to approve the bid of Demand & Precision Parts/Keeper Goals in the amount of \$61,815 for 18 sets of soccer goals for the SportsPark and to reject the bid of Aluminum Athletic Equipment for not meeting the specifications and being only a partial bid. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Kilkelly, Motley. Nays: None. Absent: None. Motion carried unanimously.**

•SportsPark Irrigation Upgrades. Mr. Trigg and Mr. Benson presented information concerning Leibold Irrigation, Inc. and recommended that the contract be awarded to Leibold Irrigation, Inc. based on the software, Weather Station, and field controller antennas. The recommendation is based on the fact that this system will be similar to that which is currently in use at Bonnie Brook golf course. The system will save time and will better control the flow of water so as to prevent damage to the irrigation system. Commissioner Kilkelly asked about the cost of the original irrigation system. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve an amount not to exceed \$48,300 to Leibold Irrigation, Inc. for installation of the Sentinel Central Control System with Weather Station, and if needed, field**

controller antennas for three controllers, and to waive any requirement for competitive bids. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Kilkelly, Motley. Nays: None. Absent: None. Motion carried unanimously.

•Hinkston Park Tree Pruning & Removals. Mr. Trigg presented bids for winter tree pruning and recommended that the bid of The Care of Trees in the amount of \$10,685 be approved. The low bidder for this project, Perez Tree Service in the amount of \$8,950, was not recommended by staff based upon a check of references for Perez Tree Service. It is further Mr. Trigg's opinion that Perez Tree Service is not qualified to do the work required at Hinkston Park. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve the bid of The Care of Trees in the amount of \$10,685 for winter tree pruning and removal of trees at Hinkston Park. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Kilkelly, Motley. Nays: None. Absent: None. Motion carried unanimously.**

•Contractual Cleaning Service. **Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the bid of Tenacious Cleaning Services, Inc. in the amount of \$24,387.24 for the period of May 1, 2011 through April 30, 2012, and to further approve cleaning services from May 1, 2012 through April 30, 2013, at a cost of \$24,865.40, being a 2% increase. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Kilkelly, Motley. Nays: None. Absent: None. Motion carried unanimously.**

Mr. Trigg reported that the staff is very pleased with the services provided by Tenacious Cleaning Services, Inc.

•SportsPark Equipment. **Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the bid of Reinders, Inc. in the amount of \$3,754.36 for one Toro 1200 Line Painter and to approve the bid of Reinders, Inc. in the amount of \$21,129.64 for one Toro 5040 Sand Pro with attachments, both items being under National IPA Pricing. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Kilkelly, Motley. Nays: None. Absent: None. Motion carried unanimously.**

B. SportsPark

•Organization of Soccer Leagues. The commissioners reviewed the organization of soccer leagues and the advisability of having the leagues schedule the use of the fields and provide the referees for the games.

Mr. Petry explained that the staff had run a comparison of the cost of the Park District running the leagues, having the leagues themselves schedule the use of the fields, or hiring an outside vendor to administer the scheduling of the leagues and referees. Mr. Petry advised that he and other staff members have met with Jeff Lovinger, who operates an indoor soccer facility in Waukegan, on this issue.

Mr. Lovinger expressed an opinion that the Park District was potentially "leaving money on the table" by letting the leagues schedule the use of the fields, and further, that the players are being overcharged by the leagues.

Mr. Petry reported that the staff does not believe that the soccer leagues are overcharging their teams nor would the Park District be missing out on a revenue opportunity by allowing the leagues to continue to schedule the use of the fields as they have over the past several years and is customary in the Park District's operation of boys baseball and girls softball.

President Motley reviewed the history and management of the leagues and how they have controlled their players and teams and also clean up the park after games.

Commissioner Foley questioned the mathematical computation of the Waukegan Soccer Leagues' figures and an error was noted and the correction was made.

Ben Lovinger, 351 Oakwood Avenue, Waukegan, addressed the Board and expressed his concerns about the leagues operating and thought that the Park District was going to operate the leagues. He expressed the opinion shared by his father, Jeff Lovinger, that the teams will overcharge \$1,380 per team and thinks that there is a profit of \$700 on each team.

Jay Learner pointed that the costs that the Lovingers state do not reflect the cost to operate the leagues and expresses the opinion that the Park District is better served by allowing the leagues to schedule the playing times on the fields.

Ben Lovinger questioned why the Waukegan Soccer League and the North Lake County Soccer Association were chosen to run the leagues at the SportsPark.

Mr. Petry explained that the Park District helped to organize these leagues and have worked with the Park District over the years to police their players and also worked to develop the final design of the SportsPark.

Ms. Mentell stated that she is satisfied with the leagues operating the use of the facilities.

Marcos Soto, vice president of North Lake County Soccer Association, of Bristol WI, addressed the Board and explained that volunteers maintain the fields and are involved in both local and national tournaments and that the Soccer Association is largely staffed by volunteers.

Santos Rea, 725 Jackson, Waukegan, a representative of the Waukegan Soccer League, stated that most of the work in his league is again done by volunteers similar to North Lake County Soccer Association. The players are not overcharged and all the funds raised through fees is reinvested back into the league.

It was further explained that there are no charges to spectators, except for the championship game at the end of the year.

President Motley advised both leagues that there will be a parking fee that is part of the financial proforma for the SportsPark and that team members and spectators will have to pay the parking fee.

Commissioner Sarocka explained that there is a substantial expense for the installation of the artificial surface at one of the fields and that surface will need to be replaced every ten years. The current approximate cost is \$600,000.

Commissioner Foley explained that when the soccer teams first started playing at Jefferson, which is near her home, there was a lot of noise. Because of the efforts of the soccer leagues over the years, the noise level has been reduced.

President Motley commented that Jeff Lovinger and Ben Lovinger have provided great contributions to the community with the soccer facility at the former Oakwood Racquet Club. He urged both the Waukegan Soccer League and the North Lake County Soccer Association to work with the Lovingers to continue to promote soccer.

The commissioners stated that they do not want the Park District to run the leagues and directed staff to continue to use Waukegan Soccer League and North Lake County Soccer Association to run the leagues in the first year of operation at the SportsPark.

•Ultimate Frisbee Tournament. Jay Learner advised that the Park District has been approached by an organization that promotes a large ultimate frisbee tournament to use the SportsPark over the 2011 Labor Day weekend. There will be approximately 80 teams with 1,300 players and they will pay a \$10,000 field rental free. There would be additional income estimated at \$5,000 in parking revenue. On top of these direct financial benefits to the Park District, local restaurants and hotels can expect substantial activity from the players and spectators for this tournament. The tournament organizers are asking that they be able to host a reception on Saturday night of the tournament where there will be barbequed foods and alcoholic beverages. The Park District would utilize its alcohol license and would have Park District employees responsible for the sale of alcoholic beverages. **Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to approve the use of the SportsPark on the 2011 Labor Day weekend for the Ultimate Frisbee competition and allow alcohol to be served as part of the food and beverage package.. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Kilkelly, Motley. Nays: None. Absent: None. Motion carried unanimously.**

C. Amendment to Executive Director Contract. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the amendment to Article III of the Employment Agreement between the Waukegan Park District and Greg Petry dated July 11, 2006. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Abstain: Kilkelly. Absent: None. Motion carried.**

D. Interfund Transfers. **Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the Interfund Transfers as follows:**

<u>Fund</u>	<u>To</u>	
<u>From</u>		
Memorial/Endow. (#51 Rec. Spon.)(16-11-11-583-9999)	Recreation (02-46-41-473-9999)	\$202.50
\$202.50		

Purpose: To cover t-shirts for the Let's Move Sports & Fitness Camp.

Commissioner Foley stated that there was a wonderful dinner for the Special Recreation participants and that this is a very worthwhile program created by the Park District.

Commissioner Foley also stated that she wants reflectors installed on the Bonnie Brook sign.

Commissioner Sarocka had no comments.

Commissioner Kilkelly expressed her appreciation to Mr. Petry for circulating her memo with questions concerning the SportsPark.

Commissioner Kilkelly also requested clarification about adult softball leagues and if they are administered or run by the Park District. Mr. Petry advised that those leagues are run by the Park District and that a rental fee is charged to the teams.

Commissioner Kilkelly also asked that in the future the home base of all vendors applying for contracts with the Park District be noted on the information given to the commissioners for voting on contracts.

IX. Adjournment

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

Respectfully submitted,

Charles W. Smith
Secretary