

**Minutes of the Waukegan Park District  
Meeting of the Board of Commissioners  
May 10, 2011**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on May 10, 2011 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

**I. Call to Order**

The meeting was called to order at 3:00 p.m. by President Pro Tem Foley who directed a call of the roll.

**II. Roll Call**

Present: Commissioners Duffy, Foley, Sarocka. Absent: Kilkelly. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to allow Commissioner Motley to participate remotely as he was out of town on business and as allowed by the Illinois Open Meetings Act. Motion carried.** . Also present were Executive Director Greg Petry, Board Attorney Charles Smith.

**III. Consent Items**

A. Minutes

April 12, 2011 (Board of Commissioners Meeting)

April 13, 2011 (Special Board Meeting/Recreation Advisory)

April 21, 2011 (Special Meeting)

B. Bills

C. Payroll

D. Financial Statements

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

Commissioner Duffy raised questions concerning the request for bids for the three new tee boxes on holes 4, 15, and 18 at Bonnie Brook in the amount of \$27,350. He requested that this matter be tabled.

Commissioner Sarocka stated that the money was in the budget for this project and that the improvements are long over-due. At the request of the Chair, Commissioner Sarocka amended his motion to approve the consent items, excluding the item relative to the tee boxes. Commissioner Duffy amended his second to allow the consent items.

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

Discussion concerning tee boxes. Commissioner Motley asked why there was an increase in the amount originally proposed by staff for the tee boxes. It was explained that the staff had provided an estimate and the figures presented are based on actual costs. Commissioner Duffy stated his opinion that with golf play already down because of the inclement weather in April, that this is something that the Board should not

approve at this time. Commissioner Foley stated that play might improve with better weather in the summer and the Board should not jump to conclusions based on the poor weather in April.

Commissioner Duffy stated that in his opinion, the District should not be spending money on what he considered "niceties", which is what he characterized these items to be and not a necessity.

Commissioner Foley stated that if this project is in the budget it should go forward, but agreed to consider this matter later in the meeting after Commissioner Kilkelly arrived.

#### **IV. Public Portion**

No member of the public asked to address the Board.

#### **V. Progress Reports**

##### **A. Executive Director**

Greg Petry presented a written report. There was a brief discussion concerning the future times and dates for Park District meetings. This discussion was deferred to later in the meeting when all the commissioners would be present.

Mr. Petry gave an update on the Strategic Plan.

Mr. Petry requested that the commissioners update Sally Sandine as to their intention to attend the National Park District Association conference in Atlanta.

##### **B. Attorney**

Board Attorney Charles Smith reported that the Vakili case is set for trial on May 12, 2011. The Board was advised that the Vakili property is still in foreclosure and that it is likely that Mr./Mrs. Vakili will not have the money to perform the work that Hey and Associates recommended to repair the ravine.

Attorney Smith also advised that he had reviewed the Coke agreement and would have further comments when it was taken up on the agenda.

##### **C. IAPD/Legislation Update**

Mr. Petry advised that he had received a letter from Senator Durbin regarding the Land and Water Conservation Fund. Senator Durbin expressed his continuing support for this project.

Mr. Petry provided an update on his travel to Springfield for the legislative day sponsored by the Illinois Association of Parks and stated that the Waukegan Park District had a prominent display at the conference, commending staff who collaborated to create the display. Mr. Petry, commissioners and staff met with several legislators while in Springfield. Because of the budget and redistricting, the legislature is going to be very preoccupied with those issues.

At this time, Commissioner Kilkelly entered the meeting. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to seat Commissioner Kilkelly, who arrived at 3:25 p.m. Motion carried unanimously.**

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report and orally stated that there was an approximate 8.09% decrease in Equalized Assessed Valuation (EAV) district-wide for this year. That decline was more than made up by the State Multiplier of 1.99%, so there was no decrease in funds available to the Park District. It was noted that the next two years with declining real estate values will be very critical to the Park District.

D2. Cultural Arts. Claudia Freeman submitted her written report and reported that the Chorus will have a full season and there will be a "Do It Yourself Messiah" this holiday season.

D3. Parks. Michael Trigg presented his written report and answered questions from the commissioners.

Commissioner Duffy noted that the plastic coyotes have been very helpful in decreasing the goose population at Park District facilities. Mr. Petry noted that Sally Sandine had provided information about them to him for use in solving the geese issues.

Jay Lerner reported that there were over 700 vehicles at the SportsPark the weekend of May 7-8 and that revenue in excess in of \$7,000 was realized.

D4. Recreation. Alicia Mentell presented her written report and orally reported that Fred Abdula, the Grand Marshal for the 2011 American Independence Festivities parade, has graciously donated \$2,000 for the event.

At this point a further discussion was held concerning the tee boxes at Bonnie Brook golf course. Commissioner Foley recapped for Commissioner Kilkelly the earlier discussions. Commissioner Duffy again expressed his opinion that the Park District had already lost revenue in the first month of the golf season and suggested that the Park District not proceed with the tee box improvements at this time.

Commissioner Motley stated that he supports going forward with this improvement as it will only cost additional funds in future years.

Commissioner Kilkelly asked about the decline in revenue at Bonnie Brook. It was explained that the decrease was due to poor weather in April. Commissioner Kilkelly stated that just because the budget has provided money for this project, it does not necessarily mean that the District should spend the money.

Commissioner Kilkelly asked if the Golf Committee is going to prepare a five year plan. Mr. Petry explained that there is a master plan for golf course improvements.

**Motion by Commissioner Sarocka, seconded by Commissioner Motley, to approve the improvements for tees 4, 15, and 18 at Bonnie Brook as previously contained in the budget. Roll call to the Motion: Ayes: Sarocka, Kilkelly, Motley, Foley. Nays: Duffy. Absent: None. Motion carried 4-1.**

The Board discussed the days and times of commissioner meetings and committee of the whole meetings. Various dates and times were discussed. **Motion by Commissioner Kilkelly, seconded by Commissioner Duffy, to hold Board of Commissioners monthly meetings the second Tuesday of the month and Committee of the Whole meetings on the fourth Tuesday of the month, all at 4:00 p.m.** Roll call to the motion: Ayes: Kilkelly, Motley, Foley, Duffy. Nays: Sarocka. Absent: None. Motion carried 4-1. The change takes effect immediately.

## VII. Review, Discuss, Decide

- A. Authorization to Accept Bids/Quotes.
  - Administration

•ADA Consulting Proposal. **Motion by Commissioner Duffy, seconded by Commissioner Kilkelly, to approve the Consulting Agreement for ADA assessments with Recreation Accessibility Consultants, LLC, Hoffman Estates IL.** Roll call to the motion: Ayes: Sarocka, Kilkelly, Motley, Foley, Duffy. Nays: None. Absent: None. Motion carried unanimously.

- B. Agreements

•Coca Cola Beverage Agreement. Jay Lerner reviewed the proposed agreement. Comments were made by Mr. Petry and Mr. Smith. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the Beverage Agreement, subject to attorney modifications.** Roll call to the motion: Ayes: Sarocka, Kilkelly, Motley, Foley, Duffy. Nays: None. Absent: None. Motion carried unanimously.

•University of Illinois Extension Service/Community Recreation Center for Urban 4-H Program and Boys & Girls Club of Lake County/Urban 4-H Programming. **Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to approve the agreement between the University of Illinois Extension Service and the Waukegan Park District for 4-H activities, as well as the agreement between the Boys & Girls Club of Lake County and the Waukegan Park District for these services.** Roll call to the motion: Ayes: Sarocka, Kilkelly, Motley, Foley, Duffy. Nays: None. Absent: None. Motion carried unanimously.

- C. Interfund Transfers. There were no interfund transfers requested by the Finance Department.

- D. Policy

•Identity Protection Act Policy. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the Identity Protection Act Policy 1.05.** Roll call to the motion: Ayes: Sarocka, Kilkelly, Motley, Foley, Duffy. Nays: None. Absent: None. Motion carried unanimously.

- E. Oath of Office

•Janet Kilkelly - 6 year term. Janet Kilkelly was sworn in as the newly elected commissioner of the Waukegan Park District. Board Secretary Charles Smith administered the Oath of Office.

F. Election of Officers.

**Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to nominate Commissioner Foley President for fiscal year 2011/2012.** No other nominations for President were received. Roll call to the motion: Ayes: Sarocka, Kilkelly, Motley, Duffy, Foley. Nays: None. Absent: None. Motion carried unanimously.

**Motion by Commissioner Motley, seconded by Commissioner Duffy, to nominate Commissioner Duffy for Vice-President for fiscal year 2011/2012.**

**Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to nominate Commissioner Sarocka for Vice-President for fiscal year 2011/2012.**

Discussion was had concerning the two nominations. Roll call to the nomination of Commissioner Duffy as Vice-President. Ayes: Motley, Duffy. Nays: Sarocka, Kilkelly. Abstain: Foley. Absent: None.

Whereafter, voting was held on the nomination of Commissioner Sarocka as Vice President, Roll call to the nomination of Commissioner Sarocka as Vice President. Ayes: Kilkelly, Sarocka, Foley. Nays: Duffy, Motley. Absent: None. Motion carried 3-2. Commissioner Sarocka was declared Vice President for fiscal year 2011/2012.

**Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to nominate Commissioner Motley as Treasurer for fiscal year 2011/2012.** Motion carried unanimously.

G. Recognition of Past President Wayne Motley, Resolution 2011-05. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve Resolution 2011-05 recognizing Wayne Motley's accomplishments this past year as President.** Motion carried unanimously.

H. Appointment of Officials. **Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly, to approve the officers as presented:**

Attorney - Charles W. Smith  
Secretary - Charles W. Smith  
Deputy Secretary - Greg Petry  
Local Election Official - Greg Petry  
Deputy Treasurer - Jim Glogovsky  
IMRF Officer - Jim Glogovsky  
PDRMA Representative - Jim Glogovsky  
PDRMA Alternative Representative - Tanya Brady

Motion carried unanimously.

I. Appointment/Reappointment of Advisory Committee Members & Chairpersons. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve committee appointments as presented:**

Cultural Arts Advisory Committee  
Board Liaison - Pat Foley

Golf Advisory Committee

**Board Liaison - Terry Duffy**

**Recreation Program Advisory Committee**

**Board Liaison - Wayne Motley**

**Special Recreation Program Advisory Committee**

**Bill Sarocka**

**Motion carried unanimously.**

**J. Resolutions**

- Selection of Depositories 2011-06
- Bank Authorization
  - Norstates, Resolution 2011-07
  - First Midwest, Resolution 2011-08
  - Wintrust, Resolution 2011-09
- Bank Signature Authorization
  - Norstates, Resolution 2011-10
  - First Midwest, Resolution 2011-11
  - Wintrust, Resolution 2011-12

**Motion by Commissioner Motley, seconded by Commissioner Sarocka, to approve Resolutions 2011-06, 2011-07, 2011-08, 2011-09, 2011-10, 2011-11, and 2011-12 designating financial institutions for the Park District. Motion carried unanimously.**

**K. FY 2011/2012 Budget and Appropriation Ordinance 11-02. Motion by Commissioner Motley, seconded by Commissioner Kilkelly, to approve the Budget and Appropriation Ordinance 11-02. Roll call to the motion: Ayes: Sarocka, Kilkelly, Motley, Duffy, Foley. Nays: None. Absent: None. Motion carried unanimously.**

**L. Authorization to Sell Surplus Property. Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the sale of surplus property consisting of surplus maintenance equipment, computer and office equipment. Roll call to the motion: Ayes: Sarocka, Kilkelly, Motley, Duffy, Foley. Nays: None. Absent: None. Motion carried unanimously.**

**VII. Closed Session**

No motion was made to adjourn into closed session.

**VIII. Questions from Commissioners.**

Commissioner Duffy asked if the Park District had been asked to contribute equipment or stock to the downtown garden center. Mr. Petry advised that the Park District had offered to donate flowers, but he has not heard anything further from the organization.

Commissioner Duffy asked about the agreement between the Waukegan Park District and the City of Waukegan for police services. With the start of the new fiscal year, the agreement continues. The City has promised to bill the Park District on a regular basis.

Commissioner Duffy noted that there was a group of approximately 40 golfers who had traveled from Wisconsin to play golf at Bonnie Brook on Sunday, May 8. Because of the Mother's Day brunch there was no food available at the grill for them. Commissioner Duffy suggested that the Park District should send them a pass for a foursome to try and encourage them to come back and then do something special relative to food service, if at all possible.

Commissioner Sarocka commented that he and his family very much enjoyed the Mother's Day brunch at Bonnie Brook. He said that the food was very good but that the service could have been better. Commissioner Sarocka also commented that the SportsPark is looking very nice. The rain has helped the grass grow in and it is very green.

Commissioner Kilkelly commented that she is looking forward to working with the Board and that she gained a great deal of information from attending the Legislative Conference session in Springfield.

Commissioner Motley thanked the Board for a great year and commented that additional parking will be needed at the SportsPark in the near future.

President Foley stated that she is looking forward to working with the Board in the coming year. She again asked that the staff look into the issue about reserved parking for members at the Field House when tournaments are being held there. The cone system does not seem to be working. She asked that a better system be in place by August 1.

#### **IX. Adjournment**

**Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to adjourn regular session. Motion carried unanimously. Meeting adjourned at 5:40 p.m.**

Respectfully submitted,

Charles W. Smith  
Secretary