

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
May 14, 2013**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on May 14, 2013 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 Sarocka who directed a call of the roll.

II. Roll Call

Present: Commissioners Duffy, Foley, and President Sarocka. Absent: Commissioner Kilkelly. Also present was Executive Director Greg Petry, Board Attorney/Secretary Charles Smith, Commissioner-Elect Bridges, and David Phillips from Speer Financial, Inc.

III. Consent Items

- A. Minutes
 - April 11, 2013 (Board of Commissioners Meeting)
 - April 17, 2013 (Special Board Meeting/Recreation Program Advisory Committee Meeting)
 - April 23, 2013 (Special Board Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Duffy seconded by Commissioner Foley, to approve the consent items and pay the bills as presented.

Commissioner Duffy requested information concerning Plonien Park, which was answered by Mr. Trigg.

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

IV. Public Portion

Alicia Mentell introduced the new Recreation Specialist Darnell King, who gave a brief biographical background of his goals and aspirations. Mr. King is a former stand-out athlete at North Chicago High School and played interscholastic sports, including football, in college.

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report and stated that a further update on Strategic Planning will be forthcoming. He urged the commissioners to advise Sally Sandine if they are planning to attend the NRPA conference in Houston TX October 6-10, 2013, as hotel and plane reservations need to be made.

B. Attorney. Mr. Smith updated the commissioners on the two land acquisitions currently pending, those being the lot next to Bowen Park and the donation of land on Beach Park Road. Both are nearing completion.

C. IAPD/Legislation Update. Mr. Petry advised that there is a bill pending that has a good chance of passing and will allow future OSLAD grants to be funded 50% upon approval with quarterly payments thereafter. This is a significant improvement over past practices by which the Park District had to complete all the work and then apply to OSLAD for reimbursement.

Motion by Commissioner Foley, seconded by Commissioner Duffy, to seat Commissioner Kilkelly at 4:13 p.m. Motion carried unanimously.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented his written report. The commissioners had no questions.

D2. Cultural Arts. Claudia Freeman submitted her written report and advised that a new play, *Acts to Follow*, will be opening the weekend of May 17, 2013.

Ms. Freeman also advised that the Cultural Arts Advisory Committee is meeting on May 23 and the Dandelion Wine Ray Bradbury festival will be June 1, 2013.

D3. Parks. Michael Trigg presented his written report.

Commissioner Foley asked if there were structural problems at the Park Maintenance Facility. Mr. Trigg said that a neighbor had advised that there appeared to be some problem with the facade of the building and that he has had Legat Architects and PDRMA out checking the building. There definitely appears to be a structural problem with the wall.

Commissioner-Elect George Bridges asked if \$4,000 had already been spent on this analysis. Mr. Trigg advised that it had.

D4. Superintendent of Recreation. Alicia Mentell submitted her written report and advised that membership at the Field House is at 2,150 and has been stable of late.

➤ American Independence Festivities & Survey Results. Ms. Mentell noted that those who responded to the survey indicated that if they had to make a choice between the parade and the festivities in the park, 76% of those surveyed indicated that they

wanted to keep the parade. The overwhelming number of respondents wanted to see both the parade and the festivities in the park continued.

Commissioner Duffy stated that he wants the Sheridan Road residents to receive marketing requests from the Park District for donations in order to keep the parade going in the future. He asked that the commissioners be provided with envelopes to hand out along the parade route to take up collections from the family and friends who are enjoying the parade and send in to the Park District.

Commissioner Foley asked what citizens have done in the way of donations in the past.

Mr. Petry said that envelopes will be made available.

VI. Review, Discuss, Decide

A. Ordinances

- 2013-07 - An Ordinance providing for the issue of General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2013A, of the District. David Phillips of Speer Financial, Inc. made a presentation and advised the commissioners of the results of the bond offering. The low bid was 1.1372% interest on a seven year bond from Fifth Third Securities in Cincinnati OH. Mr. Phillips commended the Park District on its outstanding financial management and the manner in which both Mr. Glogovsky and Mr. Petry answered questions from the bond rating company. The Park District received a AA bond rating from Moody's, which in today's environment is extremely good.

Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve Ordinance 2013-07 providing for the issuance of General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2013A, of the District. Roll call to the motion: Ayes: Duffy, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.

Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Ordinance 2013-08, an Ordinance authorizing and directing the execution of an Escrow Agreement in connection with the issue of General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2013A, of the District. Roll call to the motion: Ayes: Duffy, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.

B. Authorization to Accept Bids/Quotes

- Parks Department
 - Dog Park Agility Equipment. Mr. Trigg and Ms. Mentell made a presentation on the dog park agility equipment. Ms. Mentell stated that on May 29, 2013 there will be a focus group meeting concerning the dog agility center at the Belvidere Recreation Center and that there is a planned grand opening for the center on September 7, 2013.

Commissioner Foley asked about the signage, which Ms. Mentell answered.

Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to waive bid requirements and accept the single bid from Dog-On-It-Parks of Everett WA in the amount of \$26,145.68 for dog agility equipment for the Callahan/Franklin dog exercise area at Larsen Park.

Discussion on the motion: It was explained that the equipment is a proprietary product of Dog-On-It-Parks and they are the sole distributor and that is why additional bids were not sought.

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

C. Agreements

▪ University of Illinois Extension Service. **Motion by Commissioner Duffy, seconded by Commissioner Foley, to approve the Gross Lease Standard Base Form between the Board of Trustees of the University of Illinois Extension and the Park District for the Community Recreation Center at 724 S. Genesee Street. Roll call to the motion: Ayes: Duffy, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.**

▪ Boys & Girls Club of Lake County. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the agreement between Boys & Girls Club of Lake County and the Park District to partner with the University of Illinois Extension for the purpose of providing programming for children in the service area. Roll call to the motion: Ayes: Duffy, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.**

D. Interfund Transfers. No Interfund Transfers were requested.

E. Clearview Park Master Plan and OSLAD Grant Preparation.

Mr. Trigg made a presentation concerning the application for the OSLAD grant and the reasons for utilizing Clearview Park instead of Hinkston Park for these improvements. Mr. Trigg explained that the grant application would score much better by using Clearview Park because of the surrounding community to be serviced and the area of the park to be improved. Mr. Trigg further explained that this project needs to move forward very quickly as there is a July 1, 2013 deadline for the grant application and that public meetings must be held to solicit public comment on the proposal. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to authorize staff to move forward with the OSLAD grant application for Clearview Park. Roll call to the motion: Ayes: Duffy, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.**

F. Oath of Office.

▪ George Bridges; Bill Sarocka. The Honorable George Bridges, Sr., Judge of the 19th Judicial Circuit, Lake County, administered the oath of office to his son, George Bridges, and installed him as a duly elected commissioner for the Waukegan Park District. Thereafter, Judge Bridges gave the oath of office to Bill Sarocka who was re-elected to a new six year term.

Commissioner Bridges thanked those who had come to see his installation as a member of the Park District Board and introduced his family and friends.

G. Election of Officers.

Motion by Commissioner Duffy, seconded by Commissioner Kilkelly, to approve the slate of officers for 2013-2014. President: Janet Kilkelly; Vice President: Terry Duffy; Treasurer: Bill Sarocka. Motion carried unanimously.

H. Recognition of Past President.

▪ Bill Sarocka - Resolution 2013-15. Resolution 2013-15 was approved by the Board honoring Bill Sarocka for his term as president for the past year. President Kilkelly made the presentation of the resolution to Commissioner Sarocka who thanked the Board for working with him over the past year to make it a successful one for the Park District.

I. Appointment of Officials.

Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the following officials for 2013-2014:

**Attorney - Charles Smith
Secretary - Charles Smith
Deputy Secretary - Greg Petry
Local Election Official - Greg Petry
IMRF Officer - James Glogovsky
PDRMA Representative - James Glogovsky
PDRMA Alternate Representative - Tanya Brady**

Motion carried unanimously.

J. Appointment/Reappointment of Advisory Committee Members & Chairpersons.

Motion by Commissioner Foley, seconded by Commissioner Bridges, to approve the membership of the Cultural Arts Advisory Committee, Golf Advisory Committee Members, Recreation Advisory Committee, and Special Recreation Advisory Committee. Motion carried unanimously.

President Kilkelly asked about the participation of the members of the various committees. Ms. Mentell advised that the members are very good about attending meetings and that there is a board policy that if there are more than two consecutive un-excused absences they are dismissed from the committee.

K. Resolutions.

▪ Selection of Depositories 2013-07; Bank Authorization/Norstates 2013-08; First Midwest 2013-09; Lake Forest Bank & Trust/Wintrust 2013-10. **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve Resolution 2013-07 for bank depositories; Resolution 2013-08 authorizing Norstates Bank as a depository; Resolution 2013-09 authorizing First Midwest Bank as a depository; and Resolution 2013-10 authorizing Lake Forest Bank & Trust/Wintrust as a depository. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Bridges, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.**

▪ Bank Signature Authorization; Norstates 2013-11; First Midwest 2013-12; First Midwest Bank 2013-13; Lake Forest Bank & Trust/Wintrust 2013-14. **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve bank signature authorizations for Norstates 2013-11; First Midwest 2013-12; First Midwest Bank 2013-13;**

and Lake Forest Bank & Trust/Wintrust 2013-14. Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Bridges, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.

VII. Closed Session.

There was no motion to adjourn into executive session.

VIII. Commissioner Questions.

Commissioner Duffy advised that there will be a baseball and soccer tournament for 6th, 7th and 8th grade students the weekend of May 18 at the SportsPark with potentially 470 participants. Because it is the weekend there will be a charge for parking and that the commissioners may receive phone calls concerning the parking charges. Commissioner Duffy also pointed out that Milena's will be providing a special package of hot dogs, chips, and soft drinks at a discounted price.

Commissioner Duffy also stated that he is looking forward to discussing the Eggstravaganza Event at the June meeting.

Commissioner Bridges stated that he is at this point just absorbing all the information for a new commissioner and he looks forward to participating. He further advised that he believes that he can make arrangements with his schedule as a firefighter to be able to attend the meetings on the second and fourth Tuesdays between 4-6 p.m.

Commissioner Foley praised the Live Green festival and stated that involved many children in picking up litter from the park, but she was shocked to see the amount of remnants of tobacco products that were picked up.

Commissioner Sarocka stated that he is also concerned about smoking in the parks and wanted to know what could be done as to enforcement.

Mr. Petry stated that signs prohibiting smoking and smoking materials in the parks have been ordered and will be installed soon.

Commissioner Sarocka explained that he had recently attended a meeting with represented from the Wounded Warriors project for a baseball game on July 9, 2013. This game had originally been scheduled for Fielder's Stadium in Zion, and it appears that they will not be able to fulfill that obligation and that Grosche Field at Bowen Park was the back up location. There is a significant amount of work that would need to be done in order to make this event a success.

Commissioner Duffy expressed reservations about the amount of time that would be asked of the staff to make this event possible and successful on such short notice.

Mr. Petry said that he would look into this matter and report back to the board at the Committee of the Whole meeting.

Mr. Petry advised the recognition given to Theodora "Teddy" Anderson by Main Street for her work in securing the ArtSpace funding for the Karcher building. The commissioners gave her a round of applause and added their congratulations for her outstanding work.

Mr. Petry advised that commission orientation will be on May 28 and May 30.

President Kilkelly stated that she is looking forward to the coming year and working cooperatively with the commissioners. She also praised the Live Green event and stated that this was a good project for the Park District.

IX. Adjournment.

Motion by Commissioner Foley, seconded by Commissioner Bridges, to adjourn. Motion carried unanimously. Meeting adjourned at 5:52 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary