

**Minutes of the Waukegan Park District
November 13, 2007**

The Commissioners of the Waukegan Park District met in a regular meeting on November 13, 2007 in the Administrative Office of the District, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

President Duffy called the meeting to order at 6:00 p.m. and directed the roll.

II. Roll Call

Commissioners Durkin, Motley, Foley, Sarocka and President Duffy were present. Absent: None.

III. Consent Items

The following items were presented for review and approval under the consent section of the agenda:

- A. Minutes
 - October 4, 2007 (Committee of the Whole)
 - October 9, 2007 (Board of Commissioners)
 - October 22, 2007 (Committee of the Whole)
- B. Bills
- C. Payroll
- D. Financial Statements
- E. Authorization to Receive Bids/Quote
 - Parks Division
 - Winter Tree Pruning in Various Parks
 - Bradbury Park Playground Equipment
 - Golf Division
 - Pesticides
 - Winter Tree Pruning

Greg Petry explained the proposal for asbestos removal at the Barwell Clinic.

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

IV. Public Portion

No members of the public asked to address the Board.

V. Progress Reports

A1. Executive Director - Greg Petry presented a written report on land cash donations to the Board and orally reported that there is a great deal of uncertainty concerning the financing for the Marquette Condos that were to be constructed on Sheridan Road and Washington Street in downtown Waukegan. Mr. Petry stated that he would continue to monitor this situation and advise the Board.

Ferris Homes. Mr. Petry expressed frustration in receiving a written confirmation from Ferris Homes as to its land cash donation. Mr. Petry asked Board Attorney Chuck Smith to advise as to his progress. Mr. Smith advised that he had spoken with Andrew Ferris on November 13th and had a copy of the preliminary plat of subdivision that clearly shows the park that Ferris Homes is to make as part of its land cash donation. Mr. Ferris insists that the property owner, the Pritzker family, refuses to allow him to sign any agreement until their deal is finalized.

Mr. Petry asked Mr. Smith to secure something in writing from Mr. Ferris to solidify the Park District's right to a donation upon annexation and permits for development of the property.

A2. **Johns Manville.** Mr. Petry reported to the Board that following the meeting held in Park Ridge on October 17, 2007, that all participants in that meeting are continuing to follow up with their tasks. Specifically, the insurance issue has been investigated and there has also been drawings done for a separate drainage system so the Park District would not be using Johns Manville's drainage. The discussions with Johns Manville are ongoing and the negotiating team is due to meet with Johns Manville in Denver on November 30, 2007.

A3. **Legislative Update.** Mr. Petry reported to the Board that the legislature is back in session of of this week and that there is still some hope that the money from off-track betting will be restored to the Park District.

Mr. Petry advised that Claudia Freeman handed out a letter from the Illinois Arts Council awarding a grant to the Waukegan Park District in the amount of \$12,130. The receipt of the award is welcome news, but funding is still in doubt.

A4. **Apex Award.** Mr. Petry advised the Board, and President Duffy displayed, the Apex Award presented to the Park District by the Lake County Contractor's Association for the most outstanding building constructed in 2006. This award was made for the Hinkston Park Fieldhouse.

B. Attorney Report – B1. Mr. Smith stated that emails among commissioners are subject to the qualifications of the Open Meetings Act and reminded the commissioners that discussions of matters of policy, either by way of exchange of emails or in chat rooms could be a violation of the Open Meetings Act.

B2. Mr. Smith reported that he had discussed the potential leasing of the Greenshire property to a landscaping business with the Village of Beach Park. The Village advises that the use of the building as a residence is a legal non-conforming use, but that the rental of the property to a landscaping business would be expanding a legal non-conforming use that is not permitted. Mr. Smith further advised that it would be necessary to have the premises occupied within six months of the time that Mr. Beno and his family vacated the premises or risk losing the legal non-conforming status for the residence. There was a discussion concerning the expenses for the house and Mr. Warneke advised that the propane to heat the building and electricity totaled nearly \$11,000 in 2006. President Duffy pointed out that with that amount of expense someone would need to pay nearly \$2,000 per month to live in the house and it was unlikely a tenant would be found and perhaps the Park District should just level the building. Commissioner Sarocka asked to work with Mr. Smith to approach the Village of Beach Park to see if some compromise concerning the use of the property could be reached.

Bluff Street Litigation. Mr. Smith advised that he had met with the owners of 520 Bluff Street and explained the Park District's position. Mr. and Mrs. Vakili objected to the suit characterizing them trespassing because they said that the deck was built on Park District property prior to their ownership. Mr. Smith explained to Mr. and Mrs. Vakili that the greater issue is the erosion and the illegal dumping that the defendants are allowing into the ravine. Mr. Trigg and Mr. Smith are to meet with Mr. and Mrs. Vakili to discuss ways to remedy the damage done by the current property owners.

C.1 Finance & Administration – Steve Warneke presented his written report and orally discussed the request by Kathy Newyear to close the dining facilities at Orchard Hills on Thursdays in January, February, and March due to a lack of receipts. She would also consider closing on Thursdays in December unless the weather was particularly good. The Board suggested that the staff take appropriate action to manage the facility and approved of the closing at the discretion of the staff.

Commissioner Durkin questioned the timing as to how the tax money is received. Mr. Warneke explained that it is somewhat of a function of when real estate taxes are paid. Receipts may vary slightly from month-to-month based on when the payments are made.

C.2 Cultural Arts - Claudia Freeman presented her written report to the Board and orally reported that approximately 160 tickets have been sold thus far for the Do It Yourself Messiah scheduled for December 21, 2007. She also reported the recent sellout of the Jungle Book performances. Ms. Freeman then reviewed with the Board the Octoberfest results. The event had a very positive cash flow due in part because the bands donated its services. These bands will be recognized at the patron event over the winter.

Commissioner Foley suggested changing the name of the event to AutumnFest since it really did not meet the criteria to be a true Octoberfest.

C.3 Parks – A written report from Michael Trigg was received who was not present at the meeting. Mr. Petry mentioned that the weather is helping in expediting the work at the Bowen Park playground. There have been some minor delays due to waiting for equipment but overall the mild weather has allowed the crews to catch up on the work at Bowen Park.

Doug Holzrichter of PHN Architects made a presentation concerning the Bonnie Brook banquet facility. Mr. Holzrichter reviewed with the Board possible renovations to the Bonnie Brook clubhouse. President Duffy asked to see more precise figures as to the possible revenues from banquets if the renovations are approved.

Motion by Commissioner Durkin, seconded by Commissioner Motley, to seek a proposal from PHN Architects for an architectural feasibility study to determine the renovations to the Bonnie Brook clubhouse. Roll call to the Motion: Ayes: Durkin, Motley, Foley, Sarocka, Duffy. Nays: None. Motion carried unanimously.

C.4 Recreation - Alicia Mentell presented her written report and orally reported that over 400 cans of food were collected for the Food Bank at the recent Turkey Run. Ms. Mentell also reported that Hussey's on the Bridge will host a fundraiser in December to support the annual Polar Bear Plunge.

Commissioner Durkin questioned why there was a \$100 gift certificate from the Nike Outlet as one of the prizes at the Hinkston Park Fieldhouse. Ms. Mentell explained that it was a donation from the Nike store and it is in keeping with people using the Fieldhouse and what they would likely spend money on, which is athletic equipment.

VI. Review, Discuss, Decide

A. Review 2007 Tax Levy. Steve Warneke presented the tax levy ordinance for review. The 2007 tax levy will be voted on at the December meeting. He also reported that a Truth in Taxation advertisement and hearing will be implemented since the estimated increase is greater than 5%.

B. Approval of General Obligation Limited Tax Park Bonds, Series 2007. Barbara Chevalier of Speer Financial presented a bid summary on the 2007 General Obligation Bonds. The low bid for the bonds was from Harris NA of Chicago at 3.60%. Five other banks bid on the bonds and Harris was the low bidder. **Motion by Commissioner Durkin, seconded by Commissioner Foley, to approve the bid of Harris NA of Chicago IL with an interest rate of 3.60% for the \$1,497,200 General Obligation Limited Refunding Park Bonds, Series 2007. Roll call to the Motion: Ayes: Durkin, Motley, Foley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

Motion by Commissioner Motley, seconded by Commissioner Sarocka, to approve the 2007 Bond Ordinance. Roll call to the Motion: Ayes: Durkin, Motley, Foley, Sarocka, Duffy. Nays: None. Motion carried unanimously.

C. YTD Golf Fund Financials and FY 2008/09 Recommendations for Service Level Changes. **Motion by Commissioner Motley, seconded by Commissioner Foley, to approve staff recommendations for changes in service levels for the coming fiscal year for the golf program, including: closing Greenshire Golf Course; elimination of a full time maintenance position; mothball and/or raze Greenshire Farmhouse; access maintenance program at Bonnie Brook and adjust practices without sacrificing quality to reduce costs, including use of Green Visions as a consultant; creating a part-time food and beverage worker at Bonnie Brook; raising Bonnie Brook and Orchard Hills food and beverage prices; raising Bonnie Brook and Orchard Hills daily green fees and season pass fees; create 2-4 open tee times at Bonnie Brook between lottery times; and eliminating Bonnie Brook Wednesday night dinner in order to pursue banquets and outing opportunities.**

Discussion was had concerning the recommendations. During the discussions, a motion was made by Commissioner Sarocka, seconded by Commissioner Durkin, to table the recommendations until the December meeting.

Each commissioner expressed their opinions as to the consensus and recommendations and whether there was need for changes in the level of golf opportunities within the Park District. Commissioner Sarocka and Commissioner Duffy expressed strong opposition to closing the Greenshire facility because of the unique opportunity it presents for golf to juniors and the elderly. Commissioners Foley and Motley stated that the ongoing losses in golf need to be rectified and that the most appropriate way to do that is to close at least one of the golf courses. Commissioner Durkin stated that while he is a strong advocate of golf he sees the need to reduce the number of courses which the Park District must maintain and keep in operational shape. President Duffy suggested that by the use of an artificial surface mat for tees a great deal of expense could be saved at Greenshire because there are two and three levels of tees at each hole and it takes maintenance a significant amount of time to maintain the tee box at each hole. He expressed his opinion that by using rubberized mats for the tees that a great deal of time, and thereby money, could be saved. Executive Director Petry emphasized the financial constraints on the corporate fund with the declining golf revenues and the need to think strategically as to how the entire park district is affected.

The commissioners also discussed the pending negotiations with Johns Manville set for November 30, 2007, which could impact upon the use of Orchard Hills facility.

The question on tabling the motion was called. Roll call to the Motion: Ayes: Durkin, Motley, Foley, Sarocka, Duffy. Nays: None. Motion carried unanimously. Recommendations for changes in service levels for golf for 2008/09 were tabled to the December 11, 2007 meeting.

D. 2008 Golf Rate Proposal. Motion by Commissioner Motley, seconded by Commissioner Durkin, to approve the 2008 golf rates as amended:

No price increase for season passes.

		2008		2008	
Bonnie Brook Green Fees		Proposed		Bonnie Brook Cart Fees	
	Resident 18 Hole Mon. - Thur.	\$	27	18 Hole Mon. - Thur.	\$ 32
	Non-Resident 18 Hole Mon. - Thur.	\$	34	18 Hole Senior M-T before 11	\$ 26
	Leagues 9 Hole	\$	18	18 Hole Single Rider	\$ 16
	Resident 18 Hole Fri. - Sun. & Holidays	\$	33	18 Hole Fri. - Sun. & Holidays	\$ 32
	Non-Resident 18 Hole Fri. - Sun. & Hol.	\$	40		
Orchard Hills Season Passes		2008		Orchard Hills Green Fees	
<u>Type</u>	<u>Restrictions</u>		<u>Proposed</u>		<u>Proposed</u>
C	Valid Weekdays	11,4	\$ 640	Sunday until noon with cart	\$40
D	Valid Weekends & Holidays	0	\$ 890	\$25 Special M-F 7am-3pm	\$27
E	Valid Sunday & Weekdays	6,3	\$ 840	\$25 Special Sun/Hol after noon	\$30
F	Valid Saturday & Weekdays	1	\$ 840	Saturdays before noon	\$30
G	Unlimited Play	2,1	\$ 1,115	Saturdays after noon	\$30

Roll call to the Motion: Ayes: Durkin, Motley, Foley, Sarocka, Duffy. Nays: None. Motion carried unanimously.

E. Authorization to Accept Bids/Quotes

1. Parks Division

a. Removal of Asbestos Materials at Barwell Medical Building.

Motion by Commissioner Durkin, seconded by Commissioner Foley, to approve the low bid of Holian Asbestos Removal & Encapsulation Corp. of Spring Grove IL in the amount of \$12,995 for asbestos removal at the Barwell medical building. Roll call to the Motion: Ayes: Durkin, Motley, Foley, Sarocka, Duffy. Nays: None. Motion carried unanimously.

F. Interfund Transfers. **Motion by Commissioner Durkin, seconded by Commissioner Foley, to approve an interfund transfer from Memorial/Endowment to Special Recreation Scholarships in the amount of \$2,146. Roll call to the Motion: Ayes: Durkin, Motley, Foley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

G. 2008 Board Meeting Schedule. **Motion by Commissioner Durkin, seconded by Commissioner Sarocka, to approve the meeting schedule for 2008. Motion carried.**

BOARD OF COMMISSIONER MEETINGS

3:45 p.m.	3:00 p.m.
Tuesday, January 8	Tuesday, May 13
Tuesday, February 12	Tuesday, June 10
Tuesday, March 11	Tuesday, July 8
Tuesday, April 8	Tuesday, August 12
Tuesday, October 7	Tuesday, September 9
Tuesday, November 11	
Tuesday, December 9	

COMMITTEE OF THE WHOLE MEETINGS

3:45 p.m.	3:00 p.m.
Monday, January 28	Monday, May 19
Monday, February 25	Monday, June 23
Monday, March 24	Monday, July 28
Monday, April 28	Monday, August 25
Monday, October 27	Monday, September 22
Monday, November 24	
Monday, December 22	

H. Board Self Evaluation Retreat. The commissioners discussed and set a tentative date of December 13, 2007 at 1:00 p.m. for a self evaluation retreat to be assisted by Ted Flickinger of IAPD.

I. Appoint IAPD Legislative Representative. **Motion by Commissioner Sarocka, seconded by Commissioner Durkin, to appoint Commissioner Motley as the legislative representative to the IAPD. Motion carried.**

J. Golf Advisory Meeting. **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to reschedule the Golf Advisory committee meeting from November 30 to December 13, 2007 at 7:00 p.m. Motion carried.** A special meeting will be called.

VII. Questions from Commissioners.

Commissioner Durkin commented that he is not in favor of closing Greenshire, but he sees the benefit to the Park District of that action.

Commissioner Foley expressed her concurrence with Commissioner Durkin.

Commissioner Sarocka stated that he strongly opposes closing any of the golf courses as each of them serve a specific niche and that alternatives to closing courses must be pursued.

Commissioner Motley thought that there was a good exchange of ideas during the meeting regarding golf. He stressed that he has been dealing with this issue on an annual basis during the many years he has served as a commissioner and strongly advises his fellow commissioners to follow the advice of staff in this regard.

President Duffy expressed concerns about all of the cash problems of the Park District and he asked Steve Warneke to look at all the divisions and the travel expenses for seminars and conventions, specifically, he wanted to look at expenses incurred by the Park District for staff training for all trips over the last two years. He requested that he have this information by January 1, 2008 before the start of the next budget year process. President Duffy also stated that he views the closing of Greenshire as sending the wrong message to the community.

VIII. Adjournment

Motion by Commissioner Durkin, seconded by Commissioner Sarocka, to adjourn. Motion carried. Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Charles W. Smith
Secretary