

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
October 11, 2011**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on October 11, 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, Kilkelly, Foley. Absent: None. Also present was Executive Director Greg Petry and Board Attorney Charles Smith.

III. Consent Items

- A. Minutes
 - September 13, 2011 (Board of Commissioners Meeting)
 - September 27, 2011 (Committee of the Whole)
- B. Bills
- C. Payroll
- D. Financial Statements

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

IV. Public Portion

No members of the public asked to address the Board.

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report and updated the Board on the Strategic Plan. Mr. Petry stated that employees' evaluation forms have been amended to reflect the employee's progress in achieving strategic plan objectives.

Mr. Petry also reported that he met with Barbara Martin of Vista concerning potential future cooperative efforts.

B. Attorney. Mr. Smith reported that there are ongoing discussions with Mr. & Mrs. Vakili's attorney, Steve Martin, concerning the final order to resolve the complaint concerning the ravine at 520 Bluff Street.

C. IAPD/Legislation Update

Mr. Petry stated that there is no update on any legislation at this time.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report.

Commissioner Sarocka asked Mr. Glogovsky to comment on the effects of declining assessed valuations on the Park District's finances.

Mr. Glogovsky reported that thus far this year, revenue from property taxes is up in the corporate fund. Mr. Glogovsky stated that he met with Pat Morris, Waukegan Township Assessor. The Township has the greatest amount of land within the boundaries of the Park District and Mr. Morris is anticipating a 15% decrease in equalized assessed valuation, but is also predicting a 2% state multiplier for the coming tax year.

Mr. Glogovsky noted that projections for the tax levy will be ready for the November 2011 meeting, and noted that revenues remain fairly constant.

D2. Cultural Arts. Claudia Freeman submitted her written report. She advised that a new play, *A Piece of My Heart*, opened this past weekend and will be playing again the coming weekend and invited the commissioners to attend.

D3. Parks. Michael Trigg presented his written report. He handed out invitations for an event scheduled on November 5 honoring long-time Park District supporter Bob Morrison, who died this past year. The picnic shelter at Bowen Park will be renamed in honor of both Bob and Janet Morrison.

Commissioner Sarocka inquired about the work on the 18th tee at Bonnie Brook. Mr. Trigg reported that he is waiting on the permit from SMC and that work on the 15th and 4th holes is complete.

Commissioner Duffy asked about the status of the grant originally secured by Representative Washington for Roosevelt Park. Mr. Trigg reported that currently the Park District can only expect to receive approximately \$25,000 of that grant in the immediate future. Construction is scheduled to begin in the Spring of 2012.

D4. Recreation. Alicia Mentell presented her written report. She reported that the K9 Trace & Pace and Worldwide Day of Play events were well attended.

Ms. Mentell advised that the Turkey Trot will be held at Belvidere Park on November 12.

She also reported that Nicole Jacobson was selected as an alternate participant in the Rotary Group Exchange program in Taiwan from March 17 through April 16, 2012. Ms. Jacobson will go through all the training and attend meetings concerning the program, as alternates are frequently given a chance to participate due to last minute cancellations.

Ms. Mentell's written report included the American Independence festivities and she distributed an updated report. Ms. Mentell reported that there is sufficient money for the 2012 parade.

Commissioner Duffy commented on the cooperative efforts between Recreation and the School District and would like to see Cultural Arts included. Ms. Freeman reported that she is already working with Roxanne of the School District on several cooperative efforts.

Ms. Mentell reviewed the progress by PHN on the aquatic report and the timeline for completing the project. The commissioners were urged to attend the focus group meetings to listen to suggestions from the public as to the type of aquatic facilities the public would like to see built. The meetings start on November 15 at the Field House and are open to the public.

PHN will present the survey results on November 29, 2011.

VI. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes.

•Parks

•SportsPark Scoreboards. Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve the low bid of Sievert Electric Service and Sales of Forest Park IL, in the amount of \$47,800 for the electronic scoreboards and installation at the SportsPark.

Discussion on the motion: Commissioner Sarocka questioned the need for this expenditure and if the Park District was to go forward with the purchase, about charging a fee that would cover the cost. The staff explained that the scoreboards were part of the original budget for the project.

Commissioner Kilkelly inquired about a warranty and was advised that the scoreboard is covered with a warranty.

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

▪Bedrosian Concrete. **Motion by Commissioner Duffy, seconded by Commissioner Kilkelly, to approve the low bid of Car-Min Construction Co. of Waukegan IL, in the amount of \$9,666 for concrete work for the Bedrosian Park restroom building concrete work.**

Discussion on the motion: President Foley inquired as to why there was such a wide spread between the Car-Min quote and the Stuckey Construction quote. Mr. Trigg explained that the uncertainty of work at this time of the year and/or perhaps the lack of interest of really wanting the job may have led to the big difference in quotes. Mr. Trigg advised that both companies have done work for the Park District in the past.

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

▪Aladdin Nursery Tree Planting. **Motion by Commissioner Sarocka, seconded by Commissioner Motley, to waive all bids and approve the bid of Aladdin Landscaping in the amount of \$23,000 for the planting of 36 trees at the SportsPark and 56 trees at miscellaneous park sites.**

Discussion on the motion: Commissioner Kilkelly asked if any of the trees were replacing trees damaged in the summer storm. Mr. Trigg advised that some of the trees were to replace the storm damaged trees and the other trees were needed throughout the parks.

The recommendation to waive bids was based upon the fact that Aladdin Landscaping has worked with the Park District in the past and has given the Park District a very competitive price for their trees, in part because they are overstocked after having lost out on purchase orders from the Chicago Park District.

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

▪Bonnie Brook Exterior Improvements. **Motion by Commissioner Sarocka, seconded by Commissioner Motley, to approve the low bid of Marc Chelap, Inc. of Waukegan IL, in the amount of \$19,740 for removal of the gable tudor board and replacing with James Hardie board and Haida Skirl cedar siding for the Bonnie Brook Clubhouse exterior improvements.**

Discussion on the motion: Commissioner Duffy raised the question concerning whether if there is future roof repair, would the new siding need to be replaced. Staff advised that the new siding would not have to be removed.

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

•Belvidere Park Parking Lot Repairs. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the bid of NP & Son Paving Contractors of Zion IL, at the rate of \$24.75/SY, with a cost not to exceed \$20,000, for Belvidere Park asphalt repair and striping. Roll call to the motion: Ayes: Motley, Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously**

B. Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (#5 Parade)(16-11-11-583-9999)	3,701.00	
Recreation (02-13-13-473-9999)		3,701.00

Purpose: To cover expenses for supplies and services for 2001 American Independence Festival.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (#5 Parade)(16-11-11-583-9999)	11,597.00	
Recreation (02-13-13-473-9999)		11,597.00

Purpose: To cover expenses for supplies and services for 2011 American Independence Parade

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (#25 PIP)(16-11-11-583-9999)	3,930.00	
Recreation (02-26-51-473-9999)		2,850.00
Recreation (02-26-62-473-9999)		1,080.00

Purpose: To cover expenses for the 2011 Partners in Parks golf outing.

Motion by Commissioner Motley, seconded by Commissioner Kilkelly, to approve the interfund transfer funds as presented. Roll call to the motion: Ayes: Motley, Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.

C. Beach Road Property Assessment. **Motion by Commissioner Motley, seconded by Commissioner Sarocka, to accept Hey and Associates' report concerning parcels on Beach Road and Lewis Avenue that are being offered to the Park District, and to authorize staff to conduct an environmental Level I assessment.**

Discussion on the motion: Commissioner Duffy expressed his opposition to expending any additional money when it is unclear as to what the Park District could ultimately use the site for and how many years in the future before the land could be used for park purposes. Staff explained that the property is approximately 5.5 acres and while there are no current plans for development, and that the land would likely only be used for passive recreation, with perhaps a small playground, that this property

would be good land to bank for use in the future and it fits with the mission of the Park District.

The commissioners also asked about the lost tax revenue once the Park District owns the land. Mr. Smith explained that it is vacant property and the loss of the tax base would not be substantial.

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

D. Recreation Program Advisory Committee Appointments. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve the appointments of Jacqueline Herrera-Giron, Karen Harris, and Dulce Ortiz, and Olga Pahl to the Recreation Advisory Committee. Motion carried unanimously.**

VII. Closed Session.
No motion was made to recess to closed session.

VIII. Commissioner Questions.
There were no questions from the commissioners.

IX. Adjournment.
Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to adjourn. Motion carried. Meeting adjourned at 5:05 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary