

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
September 13, 2011**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on September 13, 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
 - August 9, 2011 (Board of Commissioners Meeting)
 - August 15, 2011 (Special Meeting - Special Recreation Program Advisory Committee)
 - August 23, 2011 (Committee of the Whole)
- B. Bills
- C. Payroll
- D. Financial Statements

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

IV. Public Portion

The following interns were introduced: *Angela Minichiello* will be working with Dayna Niemi at the Field House. *JoAnna Hulitt* and *Janice Hollandsworth* are working with Julie Schneider and the Special Recreation Department. *Bill Ganje* will be working with Mike Wirsing in Aquatics. *Ryan Hatton* will be working with Teddy Anderson in Community Relations.

Mr. Rick Alaimo from Milena's addressed the Board concerning his first summer running the concession operations at the SportsPark. Mr. Alaimo stated that the first season was a learning process and feels that there is a need for more advertising that food is available for purchase and signs directing the patrons to the concession stand. He expressed his unhappiness with the fact that patrons are allowed to bring their own food into the SportsPark, however, the staff explained to Mr. Alaimo, and he acknowledged, that this was made known to him at the time he was seeking the contract to be designated as the concessionaire.

President Foley suggested to Mr. Alaimo that he continue to work with staff, specifically Mr. Petry and Jay Lerner, about ways to limit the amount of food that is brought into the park.

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report and reported on strategic planning.

Mr. Petry continues to meet with employees in small groups and reported that the employees are concerned about their retirement. He has encouraged them to make use of the tax deferred ICMA program available to Park District employees to supplement their retirement.

Mr. Petry also reported on green initiatives that the Park District is undertaking and that new marketing information will be available soon. He urged the commissioners to provide him with the names of businesses or individuals who merit a community service award for their assistance to the Park District.

Mr. Petry asked the commissioners to attend the employee steak cookout on October 7 at noon at Bonnie Brook.

The Partners in the Park golf outing is scheduled for September 16 at noon.

At the Committee of the Whole meeting on September 27, the Field House and its operations will be on the agenda.

B. Attorney. Mr. Smith reported that he is still working with Steve Martin, attorney for Mr. and Mrs. Vakili, regarding a final settlement order.

C. IAPD/Legislation Update

Mr. Petry reminded the commissioners that under new legislation adopted by the General Assembly, all commissioners will have to take Open Meetings Act training online through the Attorney General's office by the end of 2012.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented a written report and reported that there has been an increase of revenue of 2.67% in the corporate fund. He further reported that the tax objections to real estate evaluations are coming in heavy as they did in 2010.

D2. Cultural Arts. Claudia Freeman submitted her written report. She provided the commissioners with tickets to the Symphony and Chorus concerts for the upcoming season and urged the commissioners that if they could not attend, that they give the tickets to someone who would appreciate attending the performances.

The Dandelion Wine Festival report was reviewed and it was noted that this year's event was the best since the festival began.

The Historical Society's annual report was presented. The commissioners commented that it was the most professional looking report that they had received from the Historical Society.

D3. Parks. Michael Trigg presented his written report. Mr. Petry took a moment to remember and acknowledge that Mr. Trigg's father had recently died and that he had been an important resource to the Park District.

President Foley asked about Mr. Trigg's plans for replacing the large number of trees that were lost in the windstorms this summer. Mr. Trigg stated that he is still working with a nursery that had an abundance of trees last year, but that most of the work for replacing the trees would begin next spring.

D4. Recreation. Alicia Mentell presented her written report. She advised that there is an event planned for Sunday, September 18, at Bevier Park in conjunction with the Beach Park Animal Hospital for pets and that there will be a dog parade.

Ms. Mentell also noted that September 24 is World Wide Day of Play and it will be celebrated at Hinkston Field House between 11:00 a.m. and 2:00 p.m.

The Board reviewed Nicole Jacobson's request for special leave with pay if selected as a participant in the Rotary Group Exchange program in Taiwan from March 17 through April 16, 2012. The commissioners directed that this be handled by Mr. Petry consistent with how similar requests have been handled in the past.

VI. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes.

•Parks

•SportsPark and Golf Deep Tine Aerifier. **Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve the quote of Commercial Turf & Tractor and to waive any bid requirements for one (1) Wiedenmann Terra Spike XF/XD Aerator in the amount of \$32,400 based on the fact that the Tine Aerator is a proprietary aerator and that therefore no competitive bids could be obtained. The equipment will be used at the SportsPark and both golf courses. Roll call to the motion: Ayes: Duffy, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

B. Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Special Recreation (08-48-24-592-0052)	\$306.00	
Recreation (02-71-47-442-0100)		\$306.00

Purpose: A transfer for summer day camp supplies.

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-97-24-592-0671)	\$378.75	
Recreation (02-71-47-442-0100)		\$378.75

Purpose: A transfer for Belvidere Park Explorers Camp (daily swim fees)

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-97-24-592-0670)	\$584.25	

Recreation (02-71-47-442-0100) \$584.25
Purpose: A transfer for Bowen Park Rangers Camp (daily swim fees)

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-97-81-592-0656)	\$63.00	
Recreation (02-71-47-442-0100)		\$63.00

Purpose: A transfer for Teen Quest camp (daily swim fees)

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-97-24-592-0673)	\$63.00	
Recreation (02-71-47-442-0100)		\$63.00

Purpose: A transfer for Kaleidoscope Camp (daily swim fees)

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-97-78-592-0637)	\$22.50	
Recreation (02-71-47-442-0100)		\$22.50

Purpose: A transfer for Camp Little Fort Camp (daily swim fees)

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-46-92-592-0315)	\$20.25	
Recreation (02-71-47-442-0100)		\$20.25

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

C. Approval of 2011-2015 Cultural Arts Strategic Plan. **Motion by Commissioner Motley, seconded by Commissioner Sarocka, to approve the Cultural Arts Strategic Plan for 2011-2015 as presented. Motion carried unanimously.**

D. Approval of the 2006-2012 Recreation Strategic Plan. **Motion by Commissioner Kilkelly, seconded by Commissioner Motley, to approve the Recreation Strategic Plan for 2006-2012 as presented. Motion carried unanimously.**

E. FY 2010-11 Comprehensive Annual Financial Report (CAFR). **Motion by Commissioner Duffy, seconded by Commissioner Motley, to approve the FY 2010-11 Comprehensive Annual Financial Report and audit as prepared and presented by Knutte & Associates, PC.**

Discussion: The commissioners were pleased that there were no audit findings and complimented Jim Glogovsky on his work and that of his staff in assisting Knutte on the report.

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

F. General Obligation Limited Tax Refunding Park Bonds, Series 2011. **Motion by Commissioner Duffy, seconded by Commissioner Kilkelly, to approve the Planning Letter and Schedule for the 2011 Series General Obligation Bonds as prepared by Speer Financial, Inc. with an upfront cost of \$2,750. Roll call to the motion: Ayes: Duffy, Motley, Sarocka, Kilkelly, Foley. Nays: None. Absent: None. Motion carried unanimously.**

G. FY 2010-11 Golf Report. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve the FY 2010-11 Golf Report.**

Discussion: The commissioners reviewed the golf report as presented and discussed the findings that golf usage was flat in the previous year and that food and beverage costs increased. While it was noted that there has been an upturn in banquet rentals with the upgraded facilities, that Wednesday dinners still continue to cause losses.

Following discussion, **motion carried unanimously.**

H. First Congregational United Church of Christ Request for Use of Hinkston Park on September 25, 2011. **Motion by Commissioner Motley, seconded by Commissioner Duffy, to approve the request of First Congregational United Church of Christ to use Hinkston Park on September 25, 2011. Motion carried unanimously.**

I. Commissioners Open Meetings Act Training. Mr. Petry reviewed with the commissioners the provisions of Public Act 97-0504, which will require that all elected or appointed board members complete electronic training on the Open Meetings Act by January 1, 2013. Commissioners will take the online training and submit certificates.

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

VIII. Commissioner Questions.
Commissioner Kilkelly noted that some residents have commented to her that the Bonnie Brook golf course is not in good shape. Commissioners Sarocka and Duffy did not agree and stated that the overall problem that the golf course faces is a need for a consistent soaking rain. It has been dry and that in spite of the efforts of the maintenance staff to water the course, that the conditions are really the result of the long dry weather.

IX. Adjournment.
Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to adjourn. Motion carried. Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Charles W. Smith
Board Secretary