

**Minutes of the Waukegan Park District
September 11, 2007**

The Commissioners of the Waukegan Park District met in a regular meeting on September 11, 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 3:05 p.m. and directed the roll.

II. Roll Call

Commissioners Durkin, Motley, Foley and President Duffy were present. Absent: Sarocka.

III. Consent Items

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

- A. Minutes
 - June 25, 2007 (Committee of the Whole)
 - July 10, 2007 (Board of Commissioners)
 - July 23, 2007 (Committee of the Whole)
 - August 14, 2007 (Board of Commissioners)
 - August 27, 2007 (Committee of the Whole)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Motley, seconded by Commissioner Foley, to approve the consent items, excluding the Minutes of the August 27, 2007 Committee of the Whole that were deferred to the October 11, 2007 meeting, and to pay the bills as presented. Roll call to the motion: Duffy, Durkin, Motley, Foley. Nays: None. Motion carried unanimously.

IV. Public Portion

No members of the public asked to address the Board.

V. Progress Reports

A. Executive Director - Greg Petry presented a written report to the Board and orally reported that he has been in contact with both Ferris Builders and some of the residents in the new subdivision on O'Plaine Road. The residents are interested in a park and a tree preservation plan and Mr. Petry's staff is working with the developer on those issues. Mr. Petry also reported that an agreement has been reached with the Merit Club Reserve for a land cash donation in line with the Gurnee ordinance and it will be presented for approval later in the meeting.

Mr. Petry requested nominees for the Illinois Association of Park Districts Community Service Awards and reviewed the list of nominees that the staff had compiled.

The National Association of Park District Congress is scheduled for late September in Indianapolis. Currently, 16 representatives of the Waukegan Park District are scheduled to attend.

At this time Alicia Mentell introduced Karanda Lewis, an intern from Grambling State University who is working in Special Recreation. Ms. Lewis stated that she was looking forward to the experiences that she would gain at the Waukegan Park District.

Land Acquisition. Mr. Petry advised that he is still awaiting a final letter from the Illinois Environmental Protection Agency in order to conclude the negotiations with Johns Manville for a sports complex.

The September Committee of the Whole meeting must be rescheduled due to the Commissioners traveling to the NAPR conference in Indianapolis. It was agreed that the Committee of the Whole meeting would be held on October 4, 2007 at 4:00 p.m. at the Bonnie Brook Golf Course and that golf revenues would be discussed at that time.

Mr. Petry then gave a legislative update to the Board and stated that he had been in contact with Peter Murphy, the Executive Director of the Illinois Park District Association, as well as officials from Michael Madigan's office concerning any chance of restoring the severe budget cuts made by Governor Blagojevich to the Park District, particularly the off-track betting revenue. Mr. Petry informed the Board that the prospects of having any of this money restored appeared very bleak and that the Park District was going to have to make substantial changes in order to balance its budget.

B. Attorney Report – Mr. Smith advised the Board that the closing on the purchase of the Barwell Dental Clinic property is scheduled for Thursday, September 13, 2007. He also reported that he had reviewed the land/cash donation concerning the Merit Club Reserve and recommended it for approval.

C.1 Finance & Administration – Steve Warneke presented his written report and orally reported that real estate tax money was received from the County. He also distributed Kathy Newyear’s report concerning banquet revenue at Orchard Hills.

Golf figures were distributed. Rainy weather has greatly impacted the amount of play in August and the golf finances will be further reviewed at the October 4 Committee of the Whole meeting.

Pat Dutcher presented the Audit Report. All funds have a positive balance at year’s end, however, he did stress that golf remains a negative and was glad to hear that this matter will be addressed at the October 4 meeting. Mr. Dutcher also reviewed the management letter with the Board and suggested putting the Fieldhouse, and golf into Enterprise Funds as this would result in obtaining an unqualified letter of opinion as opposed to a qualified letter of opinion.

Mr. Dutcher thanked the staff for their assistance in helping him to prepare the audit.

C.2 Cultural Arts - Claudia Petrusky presented her written report to the Board and advised that she had been in contact with the Illinois Arts Alliance concerning the reduction in state funding to the arts following the governor’s budget cuts and she, too, reported that the prospects for restoring these funds appears to be very remote.

C.3 Parks – Michael Trigg presented a written report to the Board. In response to Commissioner Foley’s questions, he stated that the Bowen Park playground is moving forward even with the rainy weather conditions. Commissioner Foley expressed her appreciation to Mr. Trigg for taking her on a tour of all the Park District’s facilities.

C.4 Recreation - Alicia Mentell presented her written report and advised the Board that there is a recreation advisory committee meeting scheduled for September 19, 2007 at 7:00 p.m. at the Belvidere Recreation Center. All commissioners are invited to attend.

On September 21, 2007 a charter membership first anniversary reception will be held at the Fieldhouse and a promotional event to follow on September 22, 2007 in hopes of attracting new members.

A report concerning the American Independence festivities was received and Ms. Mentell reported that she did not have to draw down on any reserves this year, and in fact, there will be a small amount added to the reserves. She commented that the annual contribution from the City of Waukegan for all Park activities was of great assistance, as opposed to receiving funds throughout the year. Ms. Mentell thanked Commissioner Motley for his assistance in working with the Waukegan City Council to approve the annual funding.

Cathi Klaver presented a new logo for the Fieldhouse to the Board for review.

VI. Review, Discuss, Decide

A. AUTHORIZATION TO ACCEPT BIDS/QUOTES

▪ 1. Parks Division

Bonnie Brook Deep Well Project – Underground Boring/ComEd Electric/Transformer – **Motion by Commissioner Foley, seconded by Commissioner Durkin, to approve Custom Sprinkler Systems’ quote in the amount of \$18,875 for the Bonnie Brook deep well underground boring project, and to further approve Commonwealth Edison’s quote in the amount of \$39,663 to install 1,300 feet of underground cable in owner’s pipe, including splice pits and set 3 PH transformer. Roll call to the motion: Ayes: Duffy, Durkin, Foley, Motley. Nays: None. Motion carried unanimously.**

B. Interfund Transfers

Motion by Commissioner Motley, seconded by Commissioner Foley, to approve the interfund transfers as follows:

<u>Fund</u>	From	To
Memorial/Endowment (5) Recreation (021313) Purpose: _Waukegan Heritage Festival	\$3,801.00	\$3,801.00

<u>Fund</u>	From	To
Memorial/Endowment (5) Recreation (021313) Purpose: American Independence Parade	\$14,309.00	\$14,309.00

<u>Fund</u>	From	To
Memorial/Endowment (33) Recreation (Cultural Arts) Purpose: Reimburse Bowen Country Club Expenses	\$82.88	\$82.88

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

C. Merit Homes Agreement

Motion by Commissioner Durkin, seconded by Commissioner Foley, to approve the Developer Cash Donation Agreement between the Waukegan Park District and GDC Merit Homes, LLC for The Reserve at the Merit Club Unit 5, for a payment of \$43,974 to be paid no later than January 1, 2008. Roll call to the motion: Ayes: Duffy, Durkin, Foley, Motley. Nays: None. Motion carried unanimously.

D. Program Guide

The Commissioners then discussed with staff the proposed changes to the program guide for the coming year. Cathy Klaver is making several suggestions for improvements which the staff is recommending. The Board directed staff to continue with the ideas that they had presented.

VII. Executive Session. Motion by Commissioner Motley, seconded by Commissioner Durkin, to enter into executive session pursuant to 5 ILCS 120/2(C)(1), to discuss personnel .at 3:55 p.m. Roll call to the Motion: Ayes: Duffy, Durkin, Foley, Motley. Nays: None. Motion carried unanimously.

Following executive session, **Motion by Commissioner Motley, seconded by Commissioner Durkin, to adjourn executive session at 4:35 p.m. and return to open session. Motion carried.**

IX. ADJOURNMENT

Motion by Commissioner Durkin, seconded by Commissioner Motley, to adjourn. Motion carried. Meeting adjourned at 4:45 p.m.

Respectfully submitted,

Charles W. Smith
Secretary