

**Minutes of the Waukegan Park District
Special Meeting of the Board of Commissioners
April 21, 2011**

The Board of Commissioners of the Waukegan Park District met in a Special Meeting on April 21, 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 Motley who directed a call of the roll. Present: Commissioners Duffy, Foley, Sarocka, Kilkelly, President Motley. Absent: Greg Petry, Executive Director. Also present was Board Attorney Charles Smith.

II. Review, Discuss, Decide

A. Agreements

• Waukegan SportsPark Food & Beverage Concession License Agreement. Staff reviewed the proposed Licensing Agreement between the Waukegan Park District and Milena's to provide concession services at the SportsPark. Jay Lerner reviewed the agreement and explained that there was no agreement between the Park District and any beverage company to provide soft drinks. Accordingly, the agreement as presented will afford the Park District the ability to attempt to enter into an agreement with a beverage company to be the exclusive provider of soft drinks to the Waukegan Park District and at the SportsPark. Milena's would have to buy their soft drink products from whatever company the Park District enters into an agreement with, assuming there is such an agreement in the future. The licensee would be required to follow whatever the Park District decides. Attorney Smith reviewed the provisions as agreed upon between Milena's and the Park District and reviewed the provisions relative to the providing of alcoholic beverages at the SportsPark. The Park District is retaining the right to sell alcoholic beverages should the Board decide to make alcoholic beverages available at special events at the SportsPark. Certain grammatical changes in the agreement were reviewed. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the Licensing Agreement between the Park District and Milena's, subject to attorney approval and corrections. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.**

B. Permission to Accept Bids

• SportsPark Directional and Location Signs. Mr. Trigg reviewed the proposed signage for the SportsPark. **Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the bid of Scenario 3 in the amount of \$13,893.62 for the signage for the SportsPark. Roll call to the motion: Ayes: Motley, Duffy, Foley, Sarocka, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.**

III. Commissioner Training

A. Attorney Charles Smith and Jim Hartman from Smith & LaLuzerne reviewed with the commissioners various state statutes affecting governmental bodies, including the Open Meetings Act, Freedom of Information Act, Ethics Act, Gift Ban Act, Local Records Act, and Public Officers Prohibited Activities Act. The commissioners asked questions of the attorneys relative to these Acts and their responsibility as elected public officials under the statutes.

B. Risk Manager. Tanya Brady reviewed a video provided by PDRMA regarding liability issues and services offered by PDRMA to the Park District. Ms. Brady then reviewed harassment training and advised that all Park District employees go through similar training. The Park District's policy against harassment was reviewed and examples were provided.

Ms. Brady also reviewed the Crisis Plan developed by the Park District with the commissioners.

IV. Closed Session

No motion was made to adjourn into closed session.

V. Adjournment.

Motion by Commissioner Duffy, seconded by Commissioner Foley, to adjourn the special meeting. Motion carried unanimously. Meeting adjourned at 5:10 p.m.

Respectfully submitted,

Charles W. Smith
Secretary