

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

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

I. Call to Order

President Durkin called the meeting to order at 3:55 p.m. and directed the roll.

II. Roll Call

Commissioners, Durkin, Duffy and Jimerson were present. Commissioner Motley was absent.

III. Consent Items

Motion by Commissioner Duffy, seconded by Commissioner Jimerson, to approve the consent items and to pay the bills as presented. Discussion was had regarding the Bonnie Brook deep well project. Mike Trigg explained the project and stated that there was a completion goal by September, 2007. Roll call to the motion: Durkin, Duffy, Jimerson. Nays: None. Motion carried unanimously.

IV. Public Portion

Special Recreation Interns Seth Freeman and Stefanie Hart were introduced by Alicia Mentell. Greg Petry commented that both interns are doing an excellent job.

Steve Warneke introduced Amy Miller, who will work in the Human Resource/Payroll Department and joins the Park District from Victory Hospital.

Eric Snap was honored as the Park District Patron of the Year and presented a recognition plaque by President Durkin.

V. Progress Reports

A. Executive Director - Greg Petry presented a written report to the Board and stated that there was a land/cash agreement from a developer to be considered at today's meeting. He explained that a new development at O'Plaine and Kennedy Road has not paid and that the developer is likely to abandon the project. Greg and Chuck Smith are to work together on potentially placing a lien against the project to protect the Park District's development fees.

Waukegan Regional Airport. Greg Petry explained that there is a stakeholders meeting on March 27, 2007 of all interested parties where the proposals for the redevelopment of the airport are to be reviewed. Some of the proposals involve portions of the Park District's land at the Orchard Hills Golf Course. Mr. Petry will have someone attend the meeting and report back to the Board.

Greg advised the Board that the Illinois Association of Park District Legislative Breakfast is scheduled for March 19, 2007 at the Bonnie Brook Golf Course. All are invited. The meeting will be adjourned to March 19, 2007 at 9:00 a.m. so all Commissioners might attend.

B. Attorney Report – Mike Trigg advised the Board of an illegal dumping problem by residents at 520 Bluff Street who are adjacent to Washington Park. Chuck Smith will work with Mike to seek to enjoin this illegal dumping.

C.1 Finance & Administration – Steve Warneke presented his written report to the Board and advised the Board that the Distinguished Budget Award plaque has now been received. Steve made an overview of the budget with the Board and advised that the corporate fund only has a surplus of approximately \$30,000 with the golf expenses and revenues rolled in. Mr. Petry pointed out this leaves no money available for bonds and is an extremely thin surplus to operate with. Steve and Dave Phillips are looking at alternatives.

C.2 Cultural Arts - Claudia Petrusky presented her written report to the Board and reported that there is a Civil War reenactment planned for Bowen Park this summer.

C.3 Parks – Michael Trigg presented a written report to the Board. Commissioner Duffy asked questions about a grant for Phase III at Roosevelt Park and Mike advised that he is working on a \$700,000 grant.

Commissioner Duffy also asked questions about the status of the elections for the Waukegan BMX Association for the BMX track. Mike reported that the elections went well and he is looking forward to working with the new group.

Mike also reported that there is a regional race scheduled for August 2007 which should bring several participants to the area from across the state and surrounding areas. This should be an asset to the local economy, particularly relating to hotel rooms and restaurants.

Commissioner Duffy questioned equipment needed for the Bonnie Brook restaurant. Mike Trigg answered his questions regarding the warmer and freezer.

C.4 Recreation - Alicia Mentell presented her written report and advised that membership at the Field House is at 1,232. Alicia also reviewed with the Board that the City has been cutting back on its support of various Park events and she has written a letter asking for a line item in the City budget for approximately \$21,000 for Park District events. Her thought is that rather than asking for financial assistance for each individual event if all the Park District's events are listed as one item it might work better in the budgetary process. She will advise the Board as to the City's response.

Alicia advised that on March 28, 2007 is the first meeting of the American Independence Day committee. She requested the Board consider ideas for a theme as well as a Grand Marshal. The name of Bev Millard was mentioned. The parade is set for July 1, 2007.

Commissioner Jimerson commented that he attended the recent judo tournament at the Field House on March 10, 2007. Over 150 hotel rooms were rented as a result of this event and he pointed out the economic benefit to the City of the Field House.

VI. Review, Discuss, Decide

A. AUTHORIZATION TO ACCEPT BIDS/QUOTES

Tenacious Cleaning Services. **Motion by Commissioner Duffy, seconded by Commissioner Jimerson, to approve the quote dated March 1, 2007 of Tenacious Cleaning Services, Inc. in the amount of \$22,979.58 for cleaning services at Rose Administration Center, Belvidere Recreation Center and Ganster Pool Bathhouse for the period of May 1, 2007 through April 30, 2008 This amount represents a 2% increase over the 2005 contract and there was no increase in 2006. Staff reported that they were pleased with the services rendered by Tenacious. Roll call to the motion: Ayes: Duffy, Durkin, Jimerson. Nays: None. Motion carried unanimously.**

Bowen Park Playground Project. The bids are scheduled for opening on March 15, 2007 and Mike Trigg is requesting a special Board meeting on March 26, 2007 to make the award of the bid.

Golf Course Pesticides. **Motion by Commissioner Jimerson, seconded by Commissioner Duffy, to approve bids for pesticides for the golf courses for 2007 totaling \$35,223 per the Bid Tabulations attached. Roll call to the Motion: Ayes: Duffy, Durkin, Jimerson. Nays: None. Motion carried unanimously.**

Printing of Program Magazines. **Motion by Commissioner Duffy, seconded by Commissioner Jimerson, to approve the low bid of Castle-PrinTech for the printing of four issues of the program magazine. Roll call to the motion: Ayes: Duffy, Durkin, Jimerson. Nays: None. Motion carried unanimously.**

B. INTERFUND TRANSFERS

Motion by Commissioner Duffy, seconded by Commissioner Jimerson, to approve the interfund transfers as follows:

	<u>From</u>	<u>To</u>
Memorial/Endowment (Wilson) F24 Recreation (022486 – Special Events) Purpose: Bowen Park Theatre & Opera Company	3,000	3,000
Memorial/Endowment (JBC) Scholarship F2 Recreation (022411) Purpose: Scholarships – General	3,000	3,000
Memorial/Endowment (O’Dell) F16 Recreation (022411) Purpose: Scholarships – Dance	150	150
Memorial/Endowment (SWOCC) F29 Recreation (029111) Purpose: Symphony Orchestra & Concert Chorus	3,500	3,500

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

C. AGREEMENTS

Ann M. Kiley Scholarship Financial Agreement. **Motion by Commissioner Jimerson, seconded by Duffy, to approve the Financial Agreement between the Ann M. Kiley Center and Waukegan Park District for a contribution of \$1,500 by the Park District as established by the 2006/07 Pool Agreement. Roll call to the Motion: Duffy, Durkin, Jimerson. Nays: None. Motion carried unanimously.**

Field Usage – Youth Affiliates. **Motion by Commissioner Jimerson, seconded by Duffy, to approve agreements between the Waukegan Park District and the Waukegan Baseball Association, Waukegan Girls Association, Waukegan Youth Football Association, Waukegan Association for Youth Soccer, and the Concession Agreement with the Waukegan Baseball Association. Roll call to the Motion: Ayes: Duffy, Durkin, Jimerson. Nays: None. Motion carried unanimously.**

D. DEVELOPER CASH DONATION AGREEMENT

Interlacken Construction Co. **Motion by Commissioner Duffy, seconded by Commissioner Jimerson, to approve the Developer Cash Donation Agreement between the Waukegan Park District and Interlacken Construction Co. Roll call to the Motion: Ayes: Duffy, Durkin, Jimerson. Nays: None. Motion carried unanimously.**

At 5:05 p.m. Commissioner Motley arrived and was seated.

E. DONATIONS

Waukegan Public Schools Springfield Trip Donation. The Commissioners reviewed the donation request from the Waukegan Public Schools and no action was taken.

Waukegan High School JROTC Bulldog Drill Team. The Commissioners reviewed the donation request from Waukegan High School JROTC Bulldog Drill Team and Alicia Mentell suggested that in lieu of a donation that the Park District offer \$400 if the JROTC if they provided a unit for the American Independence Parade. **Motion by Commissioner Jimerson, seconded by Commissioner Duffy, to agree to pay \$400 to the Waukegan High School JROTC Bulldog Drill Team program if they provided a unit in the American Independence Day parade. Roll call to the Motion: Ayes: Duffy, Durkin, Jimerson, Motley. Nays: None. Motion carried unanimously.**

VII. Executive Session

Motion by Commissioner Motley, seconded by Commissioner Duffy, to adjourn into executive session pursuant to 5 ILCS 120/2(C)(1), Personnel, and 5 ILCS 120/2(C)(5), Land Acquisition. Roll call to the Motion: Duffy, Durkin, Jimerson, Motley. Nays: None. Motion carried unanimously. Meeting was recessed into executive session at 5:15 p.m.

Motion by Commissioner Motley, seconded by Commissioner Duffy, to resume open session. Roll call to the Motion: Duffy, Durkin, Jimerson, and Motley. Nays: None. Motion carried unanimously. Meeting reconvened following executive session at 6:10 p.m.

Motion by Commissioner Motley, seconded by Commissioner Duffy, to direct the Executive Director to prepare a budget for fiscal year 2008 with greater revenue in the corporate fund. Motion carried unanimously.

. VI. Questions from Commissioners

Commissioner Duffy expressed his continued support for the Sports Complex.

VII. Adjournment

Motion by Commissioner Motley, seconded by Commissioner Jimerson, to adjourn the meeting until March 19, 2007 at 9:00 a.m. at Bonnie Brook Golf Course for the Illinois Association of Park District Legislative Breakfast. Motion carried. Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Charles W. Smith
Secretary