

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
March 11, 2008**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on March 11, 2008 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 3:45 p.m. by President Duffy.

II. Roll Call

Present: Commissioners Durkin, Foley, Motley, Sarocka, and Duffy. Also present was Executive Director Greg Petry and Board Attorney Charles Smith.

III. Consent Items

- A. Minutes
 - 1. February 12, 2008 (Board of Commissioners)
 - 2. February 25, 2008 (Committee of the Whole)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Durkin, seconded by Commissioner Motley, to approve the Consent Items and to pay the bills as presented. Roll call to the Motion: Ayes: Durkin, Foley, Sarocka, Motley, Duffy. Nays: None. Motion carried unanimously.

IV. Public Portion

No members of the public asked to address the Board.

Jim Crawford was introduced to the Board as a new intern working at the Fieldhouse.

- PDRMA Letter of Congratulations – Peter Stankiewicz of PDRMA made a presentation to the Board citing the Waukegan Park District's history and performance in maintaining an Excellent-Level A and accredited status. Mr. Stankiewicz stated that the Waukegan Park District is one of the leaders in Illinois and that he frequently refers other park districts to Waukegan for ideas and ways to achieve a higher rating with PDRMA. Mr. Stankiewicz presented the accredited plaque Excellent-Level A to Board President Duffy. President Duffy cited the work of Tanya Brady on all park district insurance issues which helps maintain this high rating.

- STMA George Toma Award – Mike Trigg introduced Tony Diaz who received the Founders Award and the George Toma Golden Rake Award from the Sports Turf Management Association. The Board congratulated Tony on this honor.
- Community Service Award - Alicia Mentell presented the Community Service Award to Cheryl Graham-Patsiensi for all her work on the American Independence Parade.
- Community Award - President Duffy and Commissioner Foley jointly presented the Community Award to Doris Richter for her participation on the Recreation Advisory Committee.

Audit

Steve Warneke introduced Laurie Defazio of Knutte & Associates of Darien IL. Steve is recommending awarding the contract for auditing services to Knutte & Associates. Ms. Defazio made a short presentation on behalf of her firm and stated that she looked forward to working with the park district staff if awarded the contract. Ms. Defazio stated that her firm provides audit services to between 35-50 percent of the PDRMA members. She discussed the manner in which she would anticipate accounting for golf and the fieldhouse in separate funds so that the Board could better track the revenues and expenses associated with these two divisions.

V. Progress Reports

A. Executive Director

Mr. Petry presented a written progress report. In addition, Mr. Petry reported that Banner Acquisitions is considering a cash donation if they build a 150 unit senior housing facility at Fountain Square. Mr. Petry would be seeking \$1,000 per unit, however, this project is far from certain.

Mr. Petry advised that he had been contacted by Board Attorney, Charles Smith, to discuss Warren Township's interest on bidding on the Pritzker property at the tollway and Route 120. Warren Township is interested in acquiring some of the 350 four acre site for ball fields and Warren Township is interested in the site to potentially building a future campus. The Board directed Mr. Petry to discuss this matter with Sue Simpson, Warren Township Supervisor.

B. Attorney

Mr. Smith reported no new issues for the Board's consideration.

C. IAPD/Legislation Update

- IAPD Legislative Breakfast – April 5, 2008

Commissioner Motley advised the Board that Greg Petry, Cathi Klaver, Pat Foley, and possibly himself will be going to Springfield to participate in the legislative breakfast conference. Commissioner Motley also advised that April 5, 2008 will be the Lake County Legislative Breakfast that will be hosted by the Mundelein Park District at the Steeple Chase Golf Course.

D. Division Reports.

D1. Steve Warneke presented a written report to the Board and orally reported that he had just received a payment in the amount of \$72,000 from the Corporate Replacement fund. That fund is running approximately 22% ahead of the previous year.

Commissioner Foley raised a question concerning the reporting on banquets and dinners and stated that she did not want to see projected figures for events unless they are clearly noted on the report as estimated figures.

President Duffy questioned the wisdom of continuing Wednesday night dinners, the Easter buffet, and Mother's Day buffet if they are not generating positive revenue.

Commissioner Sarocka raised a question in Tanya Brady's report about reports of fights at the Fieldhouse. Mr. Petry explained that there had been a disagreement among members of the Football Association which led to arrests. Commissioner Sarocka noted in Tanya's report specifically about a fight at the Fieldhouse and Mr. Petry responded that things are running well at the Fieldhouse and feels that everything is under control.

Mr. Warneke advised that the second budget workshop will be scheduled for 3:00 p.m. on April 8th and that there will be a lottery for tee times on April 10th. Mr. Warneke also advised that the deadline for applications to fill the position being vacated by Marv Rezabek will be March 21st and that there will be a golf advisory committee meeting on April 17th at 7:00 p.m.

Commissioners Durkin and Sarocka will participate in the final interviews with candidates to replace Marv. Commissioner Foley will participate in the screening of candidates for the position.

D2. Cultural Arts. Claudia Freeman presented her written report and advised that the Historical Society will be hosting a reception on April 6th at Bacci's Restaurant. There were no questions from the Commissioners.

D3. Parks. Michael Trigg presented his written report and stated that the demolition of the Orchard Hills clubhouse and the house at Greenshire are awaiting approval of the utilities. Bill Walker is coordinating the demolition work with Lake County Grading. Demolition cannot proceed until the utilities have signed off.

D4. Recreation. Alicia Mentell presented her written report. She advised the Board that Eleanor Sullivan will be running a strategic planning session next week. March 22nd has been set for the date of the Eggstravaganza, which is early this year with Easter on March 23rd.

Ms. Mentell also asked for any input and ideas concerning the American Independence festivities parade. The theme for the 2008 independence parade is "I Love the USA".

Commissioner Sarocka praised the Father/Daughter date night dance which he attended with his daughter.

VI. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes

➤ Administration Division

- **Audit Services - Motion by Commissioner Sarocka, seconded by Commissioner Durkin, to approve Knutte & Associates as auditors for the Waukegan Park District on a three year contract, with payments of \$19,000 for the first year; \$19,500 for the second year; and \$20,000 for the third year of the contract. Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**
- **Refinancing of Bonds – The Board reviewed Dave Phillips, of Speer Financial, letter of March 3, 2008 and his comments concerning the 98 and 99 bonds. Motion by Commissioner Motley, seconded by Foley, to authorize the Executive Director to proceed with exploring the refinancing of the 98 and 99 bonds at a lower interest rate. Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

Parks Division

- **Contractual Custodial Services – Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve Tenacious Cleaning Services, Inc. quote in the amount of \$23,439.18 to clean the RAC, BRC and Ganster Pool for the period covering May 1, 2008 through April 30, 2010. This is a 2% increase from the contract expiring April 31, 2008. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**
- **Contractual Mowing Services – Motion by Commissioner Motley, seconded by Commissioner Foley, to approve Ski's Landscaping quote in the amount of \$15,300 for lawn care services at Diversity, Arbor, Rudd Farm, Serenity, and Country Lane Parks for the period covering May 1, 2008 through October 31, 2008. Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**
- **Roosevelt Park Handrails – Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the quote from Wilson Railing & Metal Fabricating, Inc. in the amount of \$14,830.13 for the fabrication and installation of two handrails along the stone stairway leading to the proposed Discovery Boardwalk at Roosevelt Park. Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

- **Golf Carts/Beverage Cart – Motion by Commissioner Foley, seconded by Commissioner Motley, to approve the quote from Nadler Golf Car Sales, Inc. in the amount of \$49,500 to purchase 15 reconditioned 2003 Club Cars and replace nine existing 1996 golf carts with the purchase of nine reconditioned 2003 Club Cars, and to permit the trade-in of two 1987 and three 1989 Club Cars utilized by golf maintenance for a trade-in allowance in the amount of \$2,400. Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

Motion by Commissioner Durkin, seconded by Commissioner Motley, to approve the quote from Nadler Golf Car Sales, Inc. in the amount of \$5,700 for the purchase of a reconditioned 2003 Club Car Café Express Beverage Vehicle. Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.

- **Bowen Park Playground Equipment – Motion by Commissioner Foley, seconded by Commissioner Durkin, to approve the quote from Cre8Play in the amount of \$25,226 for play equipment and the quote from Playscapes Systems in the amount of \$18,336 for rubber surfacing at the Bowen Park playground, and to waive all bid requirements for the play equipment and rubber surfacing. Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

IX. Questions and Comments from Commissioners

Commissioner Motley advised that Art Torrez had written a letter requesting a field so he could coach a traveling baseball team separate and apart from the Waukegan Baseball Association. Staff is to explore arrangements for a field or working a revised agreement with the Waukegan Baseball Association and Mr. Torrez.

Commissioner Foley commented that the flyers for recreation looked very good.

Commissioner Sarocka raised a question concerning the manner in which to be involved in the design for the outside recreation complex.

Mr. Petry asked that all comments be directed to him and that he would advise the Commissioners when meetings are held concerning the plan for the recreation complex.

The next Committee of the Whole meeting will discuss the recreation complex and the Bonnie Brook clubhouse.

VII. Executive Session

Motion by Commissioner Motley, seconded by Commissioner Durkin, to enter into executive session to discuss personnel matters pursuant to 5 ILCS 120/2(c)(1). Roll call to the Motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously. Meeting recessed into executive session at 5:35 p.m.

IX. Adjournment.

. Following executive session, motion by Commissioner Motley, seconded by Commissioner Durkin, to adjourn. Meeting adjourned at 6:05 p.m.

Respectfully submitted,

Charles W. Smith
Secretary