

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
April 8, 2008**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on April 8, 2008 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 3:10 p.m. by President Duffy.

II. Roll Call

Present: Commissioners Durkin, Motley, Sarocka, and Duffy. Absent: Commissioner Foley, although Mr. Petry advised that she would be arriving later. Also present was Executive Director Greg Petry and Board Attorney Charles Smith.

III. Consent Items

- A. Minutes
March 11, 2008 (Board of Commissioners)
- 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, Sarocka, Motley, Duffy. Nays: None. Motion carried unanimously.

IV. Public Portion

No members of the public asked to address the Board.

V. Progress Reports

A. Executive Director

Mr. Petry presented a written progress report and orally advised the Board that the Banner Senior Citizen Apartment project has been approved by the City and that he would be working with the developer on a land-cash donation. Mr. Petry also advised the Board that he is working with Jay Drobnick concerning a potential donation concerning property on Sheridan Road.

B. Attorney

Mr. Smith reported that he had followed through with Warren Township and Greg Petry on the possibility of the Park District bidding for the Pritzker property. Upon reviewing the documents relative to the auction, it was discovered that the

property located within the boundaries of the Park District were being offered only as a 40% interest in a land trust. Accordingly, the Park District did not want to bid on property over which it would not have ultimate control. Mr. Smith further advised that the lawsuit relative to the Vakili property at 520 Bluff Street is proceeding and that he is working with Mike Trigg in inspecting the property now that the snow has melted and we can better assess the work that needs to be done.

C. IAPD/Legislation Update

Commissioner Motley reported that he had attended the legislative luncheon and other meetings in Springfield. He stated that the legislature is still trying to get the off-track betting money released for the park districts, but there is no guarantee that this will happen. He also advised that the Waukegan off-track betting facility will be closing in 2009, which means that regardless of the actions of the legislature in the future, funding from this source will not be available to the Park District.

Mr. Petry advised that he had attended the Lake County Legislative Breakfast on April 5, 2008 at the Mundelein Park District. He related that Senator Link continues to speak in favor of the funding from OSLAD.

D. Division Reports.

D1. Finance and Administration. Steve Warneke's report was deferred to later in the meeting.

D2. Cultural Arts. Claudia Freeman presented her written report and advised that Sue Schreiber of the Citizens' Advisory Group (CAG) is looking to do planting in the parks.

D3. Parks. Michael Trigg presented his written report and also advised the Board that April 25 is Arbor Day and that there will be a tree planted at the lakefront in conjunction with the City of Waukegan. Mr. Trigg also presented to the Board the June is Parks Months Calendar.

At 3:30 p.m. Commissioner Foley arrived and was seated.

D4. Recreation. Alicia Mentell presented her written report and advised that Kelly Link from the City of Waukegan has asked that the Park District coordinate with the City on events for the City's 150th birthday and that the anniversary be included in all park district events.

Ms. Mentell also reported on the American Independence festivities and advised that Caryn Clothier is being suggested as Grand Marshal.

VI. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes

- Administration – Brochure Printing. **Motion by Commissioner Motley, seconded by Commissioner Foley, to approve the bid of Castle Printech of DeKalb IL, in the amount of \$48,000 (\$12,000 per quarter) as the low bidder to print the WPD Quarterly Brochure. Roll call to the motion: Ayes:**

Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.

- **Parks Division – Ray Bradbury Park Concrete Work. Motion by Commissioner Sarocka, seconded by Commissioner Durkin, to approve the bid of Car-Min Construction Co. of Waukegan IL, in the amount of \$15,450 for the Ray Bradbury Park concrete work. Roll call to the motion; Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

B. Interfund Transfers. Motion by Commissioner Durkin, seconded by Commissioner Foley, to approve the Interfund Transfers as presented by Mr. Warneke. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (011111)	\$1,125,500	
Capital projects (301111)		\$1,125,500
<u>Purpose:</u> Fiscal Year 2007-08 Funding for Capital Projects		

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (Golf)	\$10,020	
Capital Projects (301111)		\$10,020
<u>Purpose:</u> Golf Cart Loan – 5 th payment of 5		

<u>Fund</u>	<u>From</u>	<u>To</u>
Working Cash (111111)	\$3,924.52	
Corporate		\$3,924.52
<u>Purpose:</u> Transfer interest earnings through 3/31/08 to Corporate Fund		

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (Jack Benny) M1	\$2,750	
Recreation (022411)		\$2,750
<u>Purpose:</u> Scholarships/General Lessons		

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (Hughes) M28	\$250	
Recreation (022411)		\$250
<u>Purpose:</u> Scholarships		

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment M42	\$221.25	
Special Recreation (084824)		\$221.25
<u>Purpose:</u> Camp Scholarships		

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation	\$1,970	
Memorial/Endowment		\$1,970
<u>Purpose:</u> Proceeds of 2008 Polar Bear Plunge		

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment M42	\$1,556	
Special Recreation (081526)		\$39

Special Recreation (081600)	\$198.50
Special Recreation (084824)	\$300
Special Recreation (084884)	\$909
Special Recreation (084886)	\$94.50
Special Recreation (084866)	\$15

Purpose: Scholarships for Special Recreation Participants

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (Wilson) M24 Recreation (022486 – Special Events)	\$3,000	\$3,000

Purpose: Bowen Park Theatre and Opera Company

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (JBC) Scholarship M2 Recreation (022411)	\$3,000	\$3,000

Purpose: Scholarships – General

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (O'Dell) M16 Recreation (022411)	\$250	\$250

Purpose: Scholarships – Dance

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endowment (WSOCC) M29 Recreation (029111)	\$3,500	\$3,500

Purpose: Waukegan Symphony Orchestra & Concert Chorus

C. Waukegan Community Sports Complex; Boundary Survey Services; Civil Engineering Research Services; Soils Services - **Motion by Commissioner Motley, seconded by Commissioner Durkin, to approve Gewalt Hamilton's proposal in the amount of \$9,400 for a boundary survey; \$7,500, plus an additional \$2,000 for expenses for civil engineering research; and \$4,500 for Geotechnical Engineering Consulting Services for the Sports Complex at Orchard Hills. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

D. Time Management/Payroll System – **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the bid of Timepro in the amount of \$46,605 for time and attendance software. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

E. Accounting Software – **Motion by Commissioner Foley, seconded by Commissioner Motley, to approve the bid of Municipal Software Incorporated in the amount of \$46,226 for accounting software. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

F. FY 2008-09 Reappropriation Ordinance – **Motion by Commissioner Motley, seconded by Commissioner Durkin, to approve Ordinance No. 08-03, the Reappropriation Ordinance for FY 2007-08. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

G. FY 2008-09 Salary Schedules – **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the 2008-09 Salary Schedules as presented. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

H. Intergovernmental Agreement between Waukegan Township Park Place and Waukegan Park District – **Motion by Commissioner Durkin, seconded by Commissioner Sarocka, to approve the Intergovernmental Agreement between Waukegan Township Park Place and the Waukegan Park District for sharing the costs of replacing a divider curtain at the Belvidere Recreation Center. Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously.**

Finance Report – Steve Warneke submitted a written report and advised that there has been a slight drop in revenue received from corporate replacement tax in the past month, but it is still ahead of last year's receipts. Mr. Warneke also reported that the last land/cash donations have been received from Midlane. He also stated that the sale of annual golf passes currently is 129, down from last year's sale of 178. The retirement party for Marv Rezabek, the golf pro, will be on April 10, 2008, following the lottery for tee times.

Mr. Warneke presented a budget update and Mr. Petry noted that there is a real problem in the museum fund due to the loss of revenue from the off-track betting.

The Board reviewed the proposed fiscal 2009 budget.

VII. Executive Session. Motion by Commissioner Motley, seconded by Commissioner Foley, to enter into executive session to discuss personnel matters pursuant to 5 ILCS 120(C)(2)(1). Roll call to the motion: Ayes: Durkin, Foley, Motley, Sarocka, Duffy. Nays: None. Motion carried unanimously. Meeting recessed into executive session at 4:20 p.m.

At 4:50 p.m. the Board adjourned executive session and returned to open session. The Board reviewed all capital improvements proposed in the 2009 budget.

IX. Questions and Comments from Commissioners

There were no questions from the Commissioners, other than Commissioner Sarocka noted that there were good candidates to replace Marv Rezabek as golf pro.

A budget meeting was scheduled for April 28, 2008 at 3:30 p.m.

IX. Adjournment.

Motion by Commissioner Durkin, seconded by Commissioner Foley, to adjourn the meeting. Motion carried. Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Charles W. Smith
Secretary