

**Minutes of the Waukegan Park District  
Meeting of the Board of Commissioners  
September 8, 2009**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on September 8, 2009 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

**I. Call to Order**

The meeting was called to order at 3:00 p.m. by President Durkin who directed a call of the roll.

**II. Roll Call**

Present: Commissioners Duffy, Sarocka, Foley, President Durkin. Absent: Commissioner Motley. Also present was Executive Director Greg Petry, Board Attorney Charles Smith, Dan Polfuss of W.B. Olson.

**III. Consent Items**

- A. Minutes  
August 11, 2009 (Board of Commissioner Meeting)  
August 24, 2009 (Committee of the Whole)
- B. Bills
- C. Payroll
- D. Financial Statements

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

**IV. Public Portion**

No members of the public asked to address the Board.

**VI. Progress Reports**

A. Executive Director

Community Service Awards - Mr. Petry presented a written progress report and orally reported that he is looking for nominees for the Community Service awards. The past recipients were reviewed and Mr. Petry asked the Board to consider worthy individuals from the community for the awards.

Mr. Petry then reviewed, along with Dan Polfuss, of W.B. Olson, the status of the construction progress at the outdoor sports complex. Mr. Polfuss reported that rain has put the project slightly behind schedule, but overall the project should be completed within the time frame of the original schedule. Field grading, irrigation and seeding should all be done this fall barring any heavy rains. A containment curb is being poured and synthetic fields should be ready in the fall. Roadway curbing should be started the week of September 7 and final paving will not be done until the complex is completed. The prefab maintenance building was delivered on September 8 and will be assembled and turned over to the Park District by the end of 2009.

Baseball field fencing posts were started with the fencing to be installed in 2010. All utilities should be in within the next few weeks.

The Board then agreed to amend the agenda to consider the proposed change orders that W.B. Olson was recommending to the Board at this time. Following explanations, the following change orders were considered:

1. Change Order #6: **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve Change Order #6 with Boller Construction in the amount of \$2,310 for construction of a temporary fencing at site perimeter to prevent trespassing by horseback riders and ATV vehicles, and others. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

2. Change Order #7: **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve Change Order #7 in the amount of \$22,454 to allow Ryan, Inc. to excavate 741 yards of impacted soil for removal and disposal at the Zion landfill. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

3. Change Order #8: **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve Change Order #8 in the amount of \$57,564 from the contingency fund to Ryan, Inc. for softball fields recap. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

4. Change Order #9: **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Change Order #9 in the amount of \$8,921 to repair the silt fence and provide additional straw waddle, silt fence and coir logs at the request of Lake County Stormwater Management to be completed by Ryan, Inc. to be charged to the contingency fund. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

5. Change Order #10: **Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve Change Order #10 deleting the starter fertilizer from the contract with Ryan, Inc. resulting in a reduction of \$2,439. Motion carried unanimously.**

6. Change Order #11: **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Change Order #11 to provide for two 70' baseball batting cages in lieu of two 55' softball batting cages pursuant to the contract with Action Fence Contractors in the amount of \$1,832. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

7. Change Order #12: **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Change Order #12 to furnish and install an empty 2" PVC Schedule 40 conduit from the technology pull box for the round-about to the concession area of the restroom at the Championship field, and to amend the contract with Piper Electrical for an additional amount of \$3,832. Roll**

**call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

**8. Change Order #13: Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve Change Order #13 to amend the contract with Elmwood Enterprises in the amount of \$7,929 to revise the incoming water service to the toilet buildings from 1" to 2", as required by Waukegan code, revise the shut off valves from 1" to 2", provide a 2" service and shut off valve to the storage building, and provide additional 2" shutoff valves to the toilet buildings on the south side of the drive/parking area. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

**9. Change Order #14: Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve Change Order 14 to the contract with Piper Electric in the amount of \$19,896 to provide for an approximately 450 additional lineal feet of 4-5 inch PVC conduits along the south property line to the area where ComEd set the new pole service between soccer field 14 and the detention pond. Said amount is to be paid out of the contingency fund. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

**10. Change Order #15: Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve Change Order 15 to the contract with Elmwood Enterprises in the amount of \$3,922 for a 16"x8" tapping sleeve and valve for new water main connection in order to comply with Waukegan building codes and to obtain a separate IDOT permit for Green Bay Road work. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

**11. Change Order #16: Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve Change Order 16 in the amount of \$4,352 to provide for an additional 78 lineal feet of 6" PVC storm sewer piping from the downspout leader at the maintenance building pursuant to the contract with Elmwood Enterprises. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

**12. Change Order #17: Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve Change Order 17 to the contract with Direct Design Construction Management in the amount of \$19,511 to revise the demising wall between the maintenance and office areas of the maintenance building from metal stud and gypsum board to a CMU wall, change door number 110C to a 90 minute rated door, change door 110D to a fire rated coiling door in order to avoid additional costs of having to provide a sprinkler system to the maintenance office area and maintenance building, all as required by Waukegan building codes. Roll call to the motion: Ayes: Duffy, Sarocka, Foley, Durkin. Nays: None. Motion carried unanimously.**

Following the approval of the change orders, Mr. Petry's report was completed.

B. Attorney

Board Attorney Charles Smith reported that he had recently received a letter from attorney Anne Linn on behalf of the City of Waukegan requesting that the Park District purchase a liquor license for its liquor dispensing operations at the Bonnie Brook Golf Course. There was some discussion as to whether the Park District was exempt from this requirement. Attorney Smith stated that upon his review of the materials, it appeared that the Park District is allowed to have a license, but must conform to local licensing requirements, including the purchasing of a liquor license. Mr. Smith will review this matter further with Peter Murphy of the Illinois Association of Park Districts, but that if the conclusion is that the permit is required, Attorney Smith was recommending that the Park District purchase the liquor license.

C. IAPD/Legislation Update – No update was provided.

D. Division Reports.

D1. Finance & Administration – Jim Glogovsky introduced himself to the Board and stated how excited he was to accept the position of Finance Director for the Park District and that he looked forward to working with the Board.

FY2008/2009 Audit Report. Mr. Glogovsky presented a written report and reviewed the draft of the year end audit and management analysis. It was noted that the draft contained no adverse comments or findings and was a positive for the sound fiscal operation of the Park District.

FY2008/2009 Golf Report. Tim Govern reviewed the golf report for fiscal year 2008/2009. Mr. Govern reported that there was an increase in greens fees, however season passes were down somewhat. There was a loss in food and beverage due to the Bonnie Brook clubhouse being closed for renovation. Overall, there was a net increase of \$103,000 from Bonnie Brook operations and an overall increase for golf of approximately \$130,000.

Commissioner Sarocka complimented Mr. Govern on his fine efforts in turning golf around and making it profitable for the Park District.

D2. Cultural Arts. Claudia Freeman presented a written report and reviewed the various proposals requested by the Waukegan Historical Society for renovations to the museum. Commissioner Duffy asked for a cost estimate and Ms. Freeman responded that it was unknown at this time, but estimates could be in the area of \$2.4 million based upon \$350.00 per square foot for construction, as the area will be approximately 6,975 square feet. Staff will continue to review this proposal.

D3. Parks. Michael Trigg submitted a written report to the Board. Commissioner Sarocka requested clarification as to whether bicycles are permitted in Bowen Park. Mr. Trigg responded that they are, but they are excluded from the skate bowl area as the pedals put gouges into the surface of the bowl.

D4. Recreation. Alicia Mentell presented a written report and advised the Board that Julie Schneider has returned from family medical leave.

In addition to her oral report, Ms. Mentell reported that the Board would be receiving a written report concerning the American Independence Parade and Festival.

She noted that reserves have been substantially depleted and with the loss of the City of Waukegan's sponsorship, all reserves will likely be depleted on the 2010 parade. Alternative methods of financing will need to be found thereafter.

Commissioner Sarocka asked about the closing of Ganster Pool prior to Labor Day and Ms. Mentell explained that with the loss of the lifeguards returning to school, it is impossible to keep the pool open any later than it has been. Also, an effort was made in the past to open weekends prior to the beginning of the pool season starting Memorial Day Weekend and ending Labor Day Weekend and attendance was essentially non-existent.

## **VII. Review, Discuss, Decide**

### **A. Authorization to Accept Bids/Quotes**

**Parks Division – Bedrosian Park Improvements. Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the bid of Stuckey Construction in the amount of \$285,055.62 for the renovations to Bedrosian Park and to reject the bid of Copenhaver Construction in the amount of \$284,939 based upon the recommendation of Dan Dalziel of 3D Design Studio that Stuckey Construction is the lowest responsible bidder and that the Park District had received negative references regarding the work and charges of Copenhaver Construction on projects with other governmental agencies.**

**Commissioner Foley left the meeting at 4:20 p.m.**

**Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously.**

**Sealcoating Parking Lots and Pathways: Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the bid of AAA Quality Paving in the amount of \$16,426 for sealcoating at Bonnie Brook Golf Course, Greenshire Golf Course, Bowen Park, Powell Park (Visual Arts Center), Smith Park, Upton Park, and Hinkston Park. Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously.**

**Bedrosian Park Fitness Equipment: Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve the quote of NuToys Leisure Products in the amount of \$14,820 and to waive all bid requirements for the Bedrosian Park Fitness equipment since this is a specialty item manufactured only by NuToys Leisure Products. Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously.**

**B. Interfund Transfers – There were no interfund transfer requests.**

**C. Sports Complex Change Orders were incorporated with the Executive Director's report.**

**D. Amendments to FY 09/10 Salary Schedules – Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve amendments to the fiscal year 09/10 salary schedules as presented. Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously.**

**E. Amendment to May 2009 Officer Appointments**

Deputy Treasurer/IMRF Officer/PDRMA Representative. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka, to approve amendments to the 2009 Officer Appointments to the positions of Deputy Treasurer/IMRF Officer/PDRMA Representative, naming Jim Glogovsky in place of Steve Warneke. Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously.**

F. Resolution 2009-11 – **Motion by Commissioner Sarocka, seconded by Duffy, to approve Resolution 2009-11 for bank authorizations authorizing the signature of James F. Glogovsky in place of Steve Warneke. Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously.**

G. Agreement for 533 Grand Avenue (Joanne Gruba) – **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the Room Rental Agreement for Studio 3 at the Visual Arts Center at 533 Grand Avenue between the Park District and JoAnne Gruba commencing September 9, 2009 to September 8, 2010. Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously.**

#### **VIII. Closed Session**

**Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to adjourn into executive session pursuant to 5 ILCS 120/2(c)(1), Personnel. Roll call to the motion: Ayes: Duffy, Sarocka, Durkin. Nays: None. Motion carried unanimously. Meeting adjourned into executive session at 4:30 p.m.**

#### **IX. Adjournment**

Executive session was adjourned at 4:45 p.m. **Motion by Commissioner Duffy, seconded by Commissioner Sarocka to adjourn the meeting at 4:45 p.m. Motion carried unanimously. Meeting adjourned.**

Respectfully submitted,

Charles W. Smith  
Secretary