

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
November 13, 2012**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on November 13, 2012 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 Sarocka who directed a call of the roll.

II. Roll Call

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

III. Consent Items

- A. Minutes
October 9, 2012 (Board of Commissioners Meeting)
October 23, 2012 (Committee of the Whole Meeting)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Duffy seconded by Commissioner Foley, to approve the consent items and pay the bills as presented. Roll call to the motion: Ayes: Duffy, Foley, Sarocka. Nays: None. Absent: Motley, Kilkelly. Motion carried unanimously.

IV. Public Portion

Alicia Mentell introduced Ron Anderson, the new Recreation Supervisor for Recreation and Aquatics. Mr. Anderson presented a brief biography to the board.

At 4:05 p.m., **motion by Commissioner Duffy, seconded by Foley, to seat Commissioner Kilkelly. Motion carried unanimously.**

Jim Glogovsky introduced Jon Beckmann, a new employee in the Finance Department. Mr. Beckmann presented a brief biography to the board.

Resident Rich Seremak stated that he had two questions concerning the golf management position and contract, but he requested that he be allowed to ask the questions during the presentation by GolfVisions. The board concurred.

V. Progress Reports

A. Executive Director. Greg Petry submitted a written report and stated that there was no update at this time on the Strategic Plan. The budget process has commenced and he will give a schedule of how the budget process will work at the next board meeting.

Commissioner Foley asked about the Beach Road property right-of-way dedication. Mr. Petry reported that the City of Waukegan was proposing to charge the Park District \$19,000 for vacating certain public roads and that this matter has been held up in Judiciary Committee and will be considered on November 26, 2012.

Commissioner Duffy stated that he opposes any payment to Waukegan for this property because it is unlikely that the Park District will use the property in the near future.

President Sarocka stated that he concurs with Commissioner Duffy's comments.

B. Attorney. Charles Smith reminded the commissioners to complete their FOIA training prior to December 31, 2012. A number of the commissioners already have their training completed and they were reminded to provide copies of their certificate to Sally Sandine.

C. IAPD/Legislation Update. Mr. Petry advised that there is no update as the legislature has not been in session.

D. Division Reports.

D1. Finance & Administration. Jim Glogovsky presented his written report. The board had no questions for Mr. Glogovsky.

D2. Cultural Arts. Claudia Freeman submitted her written report. She reminded the board that Breakfast for a Song is scheduled for November 18, 2012 starting at 8:00 a.m. at Bonnie Brook.

Ms. Freeman also advised that the concert on November 11, 2012 was a huge success with a 20% increase in attendance over the concert in 2011.

➤ Waukegan Historical Society Annual Report was received as part of Ms. Freeman's report and acknowledged by the board.

Mr. Petry requested that the Historical Society publication acknowledge the sponsorship it receives from the Waukegan Park District and Ms. Freeman stated that she would remind the Historical Society to acknowledge the Park District's sponsorship.

Motion by Commissioner Kilkelly, seconded by Commissioner Duffy, to draft a letter to the Waukegan Historical Society requesting that in future publications they acknowledge the support of the Waukegan Park District. Motion carried unanimously.

D3. Parks. Michael Trigg presented his written report.

President Sarocka asked about the new tee box on the 18th hole.

Mr. Trigg advised that it had been used for tournaments, but staff wanted to give it a good chance to grow in and it should be ready in the spring.

Commissioner Duffy asked about the recycling of electronic equipment and was advised by Mr. Trigg that this event would take place at Belvidere Park on November 17 from 10:00 a.m. to noon. Mr. Trigg provided an explanation to the board as to how the collection will work.

D4. Recreation. Alicia Mentell submitted a written report. She advised the board that the free clinics for boys baseball and girls softball were well attended.

Ms. Mentell's report also highlighted the increase in membership at the fitness center in response to the lower membership fees.

At 4:20 p.m., motion by Commissioner Kilkelly, seconded by Commissioner Duffy, to seat Commissioner Motley. Motion carried unanimously.

Commissioner Duffy suggested that the Park District advertise a \$25 discount being offered for those boys who register for baseball by December 31.

The Polar Bear Plunge meeting is set for November 12, 2012 to review the support from local taverns and other contributors. Commissioner Duffy suggested that Polar Bear Plunge sponsor cards be available for Thanksgiving when there are many more people in town.

President Sarocka complimented the Recreation Department staff who made Halloweenfest a success. He thought it was a wonderful event for children.

VI. Review, Discuss, Decide

A. Interfund Transfers.

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-13-13-491-0435)	\$180.00	
Memorial/Endow.(16-11-11-431-0400)		\$180.00

Purpose: To correct posting error for Worldwide Day of Play vendor fees.

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999)	\$2,000,000.00	
Debt Service (17-11-11-473-9999)		\$2,000,000.00

Purpose: FY2012-13 budgeted transfer for debt service payments.

Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the interfund transfers as presented. Roll call to the motion: Ayes: Duffy, Motley, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.

B. 2013 Board Meeting Calendar. **Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the 2013 Board of Commissioner and Committee of the Whole meeting schedule. Motion carried unanimously.**

C. Review 2012 Estimated Tax Levy. Mr. Glogovsky reviewed with the board his estimate for the 2012 tax levy that must be approved at the December meeting and filed with the County by December 21, 2012.

Mr. Glogovsky stated that based upon the 14% decline in EAV, there is also an increase in properties on the tax rolls since two TIF were dissolved this year. He also explained the advantages of splitting the IMRF and FICA into separate levies as it will not result in any increase to the taxpayers.

Commissioner Motley asked questions concerning the levy and noted that the City of Waukegan is requesting a 21% increase.

President Sarocka stated that he would like to see the Park District hold the line on its levy.

Commissioner Duffy stated that the 3% increase proposed in Mr. Glogovsky's memo was reasonable.

Commissioner Foley concurred with Commissioner Duffy's statement.

D. Golf Management Company Recommendation. The board reviewed Mr. Petry and Mr. Glogovsky's November 1, 2012 report reviewing the management analysis of the three companies who responded to the RFP for golf management.

Mr. Petry stated that staff is recommending awarding the contract to GolfVisions and reviewed his recommendations with the board.

Mr. Glogovsky reviewed the comparison of the three companies who responded to the RFP and stated that he estimates GolfVisions' fees for the first year of the contract will be \$58,699.

Present from Golf Visions to answer questions were Timothy Miles, Sr., President, Cathy Ralston, and Dirk Skelley.

Commissioner Kilkelly asked why GolfVisions received a "3" in certain areas of the grading process. The staff advised that overall GolfVisions had the best score.

Commissioner Motley stated that he was most concerned about the intangibles.

Commissioners Duffy and Foley agreed and said that they strongly supported the selection of GolfVisions.

Motion by Commissioner Duffy, seconded by Commissioner Foley, to select GolfVisions as the management company for golf operations and to direct the board's attorney to draft a contract with GolfVisions.

After the motion, Tim Miles explained that his company manages 18 golf courses, most of which are in the Greater Chicagoland area, except there are two in Florida. His company provides management services for approximately eight courses in Lake and McHenry County and has extensive experience in providing golf management services in the public sector.

President Sarocka welcomed Mr. Miles and asked how he intends to reassure the Bonnie Brook golfers that their traditional practices will be honored and that the quality of the course will be maintained.

Mr. Miles offered to meet with any groups of golfers. He understands the reluctance of some to accept change, but his experience has always been positive in other venues where he has worked.

Commissioner Duffy suggested that GolfVisions attend the December 5 Golf Advisory year end meeting of season passholders.

Mr. Miles stated that a representative of GolfVisions would be present at that meeting.

Commissioner Foley commented that she sees GolfVisions as being very attentive to the midwest area.

Mr. Miles praised the quality of the Bonnie Brook course and said that it should be the City's country club. He stressed the need to promote golf to youths.

A member of the public, Rich Seremak, asked Mr. Miles and the staff as to how this conversion will work and asked when the contract would start. He was advised that December 1, 2012 would be the start date.

Mr. Seremak stated that it appears that there is a \$48,000 guaranteed fee for GolfVisions' management services and asked how any additional sums would be paid.

Mr. Seremak was advised that those bonuses would be based upon performance. He further asked if GolfVisions would be responsible for the utilities at the golf courses.

Mr. Miles advised that this would be covered in the management agreement, but pointed out that GolfVisions is not entering into a lease for the golf course, but rather, is providing management services to the Park District. He stressed that the Park District will continue to own the course and GolfVisions will maintain it.

Mr. Seremak raised questions about storm damage.

Mr. Miles pointed out that in recent years when severe storms have hit, GolfVisions' employees have immediately responded and have been able to get the courses back up and operating within 24 hours. He stated that he would call the Park District for additional help in the event of a severe storm.

It was noted that the Park District would be responsible for damages from storms and that the Park District has insurance for natural disasters.

Commissioner Duffy asked about the commencement of the December 1 contract and inquired how that would be accomplished.

Mr. Petry advised that a special meeting would need to be called after Charlene Holtz and Chuck Smith complete the drafting of a contract.

Roll call to the motion to approve GolfVisions to manage the golf courses. Ayes: Duffy, Motley, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.

E. Waukegan Arts Council Request for \$1,500 Grant. Motion by Commissioner Motley, seconded by Commissioner Foley, to approve a donation in the amount of \$1,500 to the Waukegan Arts Council.

After the motion, Commissioner Duffy requested that the Park District check when the last contribution was made to the Waukegan Arts Council as the contribution should be limited to \$1,500 per year. **Roll call to the motion: Ayes: Duffy, Motley, Foley, Kilkelly, Sarocka. Nays: None. Absent: None. Motion carried unanimously.**

VII. Closed Session.

There was no motion to adjourn into closed session.

VIII. Commissioner Questions.

Commissioner Duffy had no comment.

Commissioner Motley had no comment.

Commissioner Foley advised that November 29 is the Cultural Arts Advisory Committee meeting.

Commissioner Kilkelly stated that she attended the Black Expo on November 10 at Milan Banquets. She asked if Bonnie Brook was using a vendor out of Zion for making cakes or if they were on the list and asked if the Park District wants to partner with vendors at the Field House. She also suggested putting more information in brochures about the Great Lakes Adaptive Sports.

President Sarocka questioned Tim Miles about food and beverage and solicited his comments on outings and functions.

Mr. Miles advised that he had personally gone to Bonnie Brook and sampled the meals anonymously. He found that the food and service was good.

Mr. Petry advised that Vernon Hills is doing its due diligence on the YMCA building. He also advised that he discussed with Hal from the YMCA that after the YMCA decided what they wanted to do with the Waukegan facility, that Hal should contact him.

Commissioner Motley advised that he had met earlier in the day with Senator Link about the Waukegan YMCA. Senator Link was under the impression that the Park District was going to buy the YMCA facility in Waukegan. Commissioner Motley advised Senator Link in no uncertain terms that the Park District is not going to purchase the Waukegan YMCA building and that there are several questions concerning the environmental status of the land that the YMCA sits on.

Commissioner Motley updated the board on the status of the Beach Park Road vacation. Commissioner Motley stated that it was discussed at a city council meeting and that Alderman TenPas is demanding a payment to the city for any vacated right-of-way.

Commissioner Motley stated his opinion that this vacation will pass without a fee at the next city council meeting.

IX. Adjournment.

Motion by Commissioner Duffy, seconded by Commissioner Foley, to adjourn. Motion carried unanimously. Meeting adjourned at 5:30 p.m.
Respectfully submitted,

Charles W. Smith
Board Secretary