

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
April 12, 2016**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on April 12, 2016 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:02 p.m. by President Foley who directed a call of the roll.

II. Roll Call

Present: Commissioners Kilkelly, Sarocka, Jones, Bridges and President Foley.
Absent: None. Also present was Executive Director Greg Petry and Board Attorney/Secretary Brian Smith.

III. Consent Items

A. Minutes

- March 8, 2016 (Board of Commissioners Meeting)
- March 22, 2016 (Special Board Meeting)
- March 31, 2016 (Special Board Meeting/Cultural Arts Advisory Committee)

B. Bills

C. Payroll

D. Financial Statements

E. Permission to Receive Bids/Quotes

Commissioner Sarocka noted that on page 5 of the March 8 Minutes of the Board of Commissioners Meeting, it should reflect that the Exchange Club charged extra for lunches, not the Park District. Also, the Volunteer Appreciation Event was fun, not fund.

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

IV. Public Portion

A. New Staff Introduction/Staff Promotions. The following individuals were introduced to the Board:

Eugene Martin was promoted to full-time Maintenance Worker-Custodian
Ela Winnett was promoted to a full-time Registration Clerk.
Kaitlin Fischer is promoted to Supervisor/Youth and Adult Athletics
Kalina Garcia is promoted to the HR/Payroll Department
Lali Salinas was promoted to the Parks Department Support Aide

B. PDRMA Loss Control Review Award Presentation.

Jackie Pierce made the presentation of the award and noted that the Park District had a 99% rating last year.

PDRMA Injury Prevention Program (PIPP) has been implemented and the staff is doing excellent.

There is now a four year cycle instead of three for renewal and re-accreditation. The staff has been reaccredited for the next four years.

V. Progress Reports

A. Executive Director. Greg Petry presented his written report.

- Proposal Requesting School District Funding for the Hinkston Indoor Pool. Mr. Petry advised that he had met with Tom Morris regarding School District funding for the pool and the proposed Intergovernmental Agreement.

Mr. Lerner stated that the School District had proposed \$460,000 for funding.

Mr. Petry advised that he will review this with the Board's attorney.

B. Attorney. Mr. Smith advised that he is still waiting for Evan Karnes to provide the settlement paperwork for the tax objection lawsuit.

C. IAPD/Legislation Update. Mr. Petry reported that he will be attending the Parks Day in Springfield on Monday, May 1, returning May 4, 2016. We will be passing out green "We Love Parks" stickers.

D. Division Reports.

D1. Finance & Administration. Mr. Glogovsky presented his written report.

Teddy Anderson advised that employment opportunity flyers will be regularly updated.

Jim Glogovsky advised that the EAV of 1.3% was less than expected. He is still expecting double-digit increases in the coming years. Next year's levy extension will be higher so the budget will not be affected this year.

A special meeting has been scheduled for Thursday, April 14, 2016 at 4:30 p.m. to approve an extension of the existing agreement with the School District for the use of the indoor pool. Commissioners Bridges and Jones and President Foley will be in attendance.

Commissioner Jones noted that the Children's Connection at Bevier Park seems to be not well marketed.

Mr. Lerner stated that this program is very competitive and difficult to attract people because it is a half-day program.

D2. Cultural Arts. Claudia Freeman submitted her written report.

President Foley asked if it were possible to have just one play next year.

Mr. Petry stated that there is discussion with outside groups to come in and use the Bowen Park space.

President Foley asked if there is any impact on the budget.

Ms. Freeman stated there are no costs and there is revenue brought in.

Commissioner Kilkelly stated that the decision to close the theater was not done lightly and the costs were too much.

D3. Parks. Michael Trigg presented his written report. He stated that a tree will be planted on Arbor Day, April 29, 2016, at Yeoman Park with students from Hyde Park School participating in the event.

D4. Superintendent of Recreation. Jay Lerner submitted his written report.

- The Polar Bear Plunge had good weather and 370 plungers raised \$7,300.

- A new logo for the Field House that included the addition of "aquatics center" was presented. It did not change the brand that has been used for the past 10 years.

▪ Mr. Bejster presenting a memo concerning new digital locks for the Field House lockers.

Commissioner Sarocka asked if the price included shipping, installation and repair and was advised that those costs are not included.

President Foley wanted to know the price on the locks before making a decision.

Commissioner Jones stated that he does not want to refit the existing lockers, but the pool lockers need to be ordered.

President Foley stated that disabled people would benefit from not having to use a key and padlock.

Commissioner Jones noted that there was only one vendor and asked if other vendors have been looked into.

Mr. Lerner stated that all the manufacturers were within the similar price range. He further said that a decision on the lockers for the pool must be made by May 10 to avoid a change order.

Commissioner Sarocka stated that management of lost combinations is also a concern.

Mr. Lerner is concerned about having someone lock all the lockers electronically as a prank, and noted the batteries in the locks will eventually need to be replaced.

Commissioner Jones stated that potential vandalism is also a concern given Waukegan's reputation.

VI. Review, Discuss, Decide

A. Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Working Cash (11-11-11-583-9999)	2,326.73	
Corporate (01-11-11-473-9999)		2,326.73

Purpose: Annual budgeted interest transfer.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#29 Symphony)(16-11-11-583-9999)	3,000.00	
Recreation (02-91-11-473-9999)		3,000.00

Purpose: Offset WSOC program costs.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#48 Favero)(16-11-11-583-9999)	5,000.00	
Recreation (02-91-11-473-9999)		5,000.00

Purpose: Offset program costs for the Do It Yourself Messiah.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#24 Wilson)(16-11-11-583-9999)	3,000.00	
Recreation (02-24-86-473-9999)		3,000.00

Purpose: Offset Bowen Park Theater Company costs.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#16 O'Dell)(16-11-11-583-9999)	35.25	
Recreation (02-24-11-473-9999)		35.25

Purpose: To fund Cultural Arts dance scholarships.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#2 Jack Benny)(16-11-11-583-9999)	360.50	
Recreation (02-24-11-473-9999)		360.50

Purpose: To fund Cultural Arts scholarships.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#51 RecSpons)(16-11-11-583-9999)	467.75	
Recreation (02-48-88-473-9999)		467.75

Purpose: To offset the tennis program costs (USTA Grant Funds)

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#51 RecSpons)(16-11-11-583-9999)	2,546.89	
Recreation (02-48-88-473-9999)		2,546.89

Purpose: To offset costs for nature and garden programs. (NRG and North Shore Gas sponsorship funds)

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#51 RecSpons)(16-11-11-583-9999) Recreation (02-13-13-473-9999)	500.00	500.00

Purpose: To offset expenses for 2015 Turkey Trot.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#51 RecSpons)(16-11-11-583-9999) Recreation (02-13-13-473-9999)	1,350.00	1,350.00

Purpose: To offset expenses for Eggstravaganza Trail Event

<u>Fund</u>	<u>From</u>	<u>To</u>
Special Recreation (08-16-00-583-9999) Mem/Endow (#42 SpecRec)(16-11-11-473-9999)	7,355.80	7,355.80

Purpose: Transfer of net proceeds from the Polar Bear Plunge.

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#51 RecSpons)(16-11-11-583-9999) Special Recreation (02-13-13-473-9999)	400.00	400.00

Purpose: To offset expenses for the Creepy Crawly show at Halloweenfest (NRG Energy Sponsorship funds)

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow-Sp. Rec (08-13-72-583-9999) #42 Sp. Rec (16-11-11-473-9999)	202.00	202.00

Purpose: Transfer proceeds from ITRS Basketball Tournament Concessions

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#M43 Rec.Schols)(16-11-11-583-9999) Recreation (02-46-92-473-9999)	235.00	235.00

Purpose: To cover four scholarships for Jr. Bulldogs basketball

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#M51 RecSpons)(16-11-11-583-9999) Recreation (02-97-24-473-9999)	1,454.53	1,454.53

Purpose: To offset expenses for Ranger Camp archery supplies (NSG Sponsorship)

<u>Fund</u>	<u>From</u>	<u>To</u>
Mem/Endow (#M43 RecSchols)(16-11-11-583-9999)	290.00	
Recreation (02-97-78-473-9999)		290.00

Purpose: To cover one Children's Connection Scholarship at 50%

<u>Fund</u>	<u>From</u>	<u>To</u>
Recreation (02-48-88-583-9999)	350.00	
Mem/End (#M51 RecSpons)(16-11-11-583-9999)		350.00

Purpose: Revenue funds from Touch A Truck event to Memorial Endowment fund

<u>Fund</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999)	2,400,000.00	
Capital (03-11-11-473-9999)		2,400,000.00

Purpose: Budgeted transfer of \$1,000,000 and an additional \$1,200,000 to reduce fund balance to Capital

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

B. Authorization to Accept Bids/Quotes

▪ Parks

➤ Ganster Pool Painting. **Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the low bid from Alpha Paintworks of Chicago, for Option #2 of sandblast preparation and painting at Ganster Pool in the amount of \$34,500. Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion carried unanimously.**

➤ Bonnie Brook Patio Lighting. **Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the low bid from Pieper Power of Milwaukee, in the amount of \$17,050 for outdoor patio lighting upgrade to the Bonnie Brook Clubhouse. Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion carried unanimously.**

Following the motion, Commissioner Kilkelly asked when the project would be completed and Mr. Trigg advised that the project would be done in early May.

C. Approval of PDRMA Property/Casualty and Health Programs. Mr. Glogovsky presented a memo to the Board dated April 5, 2016 providing information concerning the renewal insurance pool coverage of pricing, customer service provided, training opportunities, legal advice, the risk management program, management of the pool and its resources and other benefits provided to the District that are not provided through traditional insurance plans. No action is required by the District to renew its participation in the program as it automatically renews.

D. Approval of Enernoc Demand Response Program Agreement. This matter was tabled to April 26, 2016 to finalize the contract.

E. Appointment of Legal Counsel.

VII. Closed Session.

Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to enter into closed session to discuss litigation pursuant to 5 ILCS 120/2(c)(11), personnel matters pursuant to 5 ILCS 120/2(c)(1), and collective bargaining pursuant to 5 ILCS 120/2(c)(3). Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion carried unanimously. Regular session adjourned at 5:25 p.m.

VIII. Next Meeting: Special Board Meeting, April 26, 2016

- Hinkston Indoor Pool Pro Forma
- Public Hearing - Ordinance #16-02 - FY2015-16. Supplemental Budget and Appropriation - An Ordinance adopting a supplemental combined annual budget and appropriation for the fiscal year beginning the first day of May 205 and ending the thirtieth day of April 2016.
- Approval of Ordinance #16-02- FY2015-16. Supplemental Budget and Appropriation - An Ordinance adopting a supplemental combined annual budget and appropriation for the fiscal year beginning May 1, 2015 and ending April 30, 2016
- Approval of Resolution #2016-02 - Classification of Capital Assets
- Approval of FY2016-17 Budget
- Approval of the FY2016-17 Salary Schedules

IX. Questions from Commissioners

Commissioner Kilkelly asked if the walking path is going to be open in October.

Mr. Petry responded yes, if not sooner.

Commissioner Kilkelly asked if the distances would be the same.

Mr. Petry responded yes, but with a slightly different configuration.

Commissioner Kilkelly stated that the 99% PDRMA rating is great and well deserved.

Commissioner Bridges stated that the PDRMA rating is outstanding. He also stated that the Eggstravaganza was excellent.

Commissioner Jones stated that the 99% rating continues the theme of excellence at the Park District and that Greg sets the tone.

Commissioner Sarocka stated that he is excited about the pickleball courts. He has heard optimism and excitement from residents.

Mr. Trigg stated that the goal is to have the courts open by the end of May after a week of bad weather.

President Foley agrees wholeheartedly with PDRMA's 99% rating. She stated that she will be traveling for a reunion between May 4 and May 30 and asked if the May 10 meeting could be moved to May 2.

Mr. Glogovsky stated that the meeting could not be held on May 2 because the bills would not be approved by that date.

Following closed session, **motion by Commissioner Bridges, seconded by Commissioner Jones, to resume regular session. Motion carried unanimously.** Closed session adjourned at 6:00 p.m.

IX. Adjournment.

Motion by Commissioner Bridges, seconded by Commissioner Jones, to adjourn. Motion carried unanimously. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Brian G. Smith
Board Secretary