

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
2000 Belvidere Road
Waukegan, Illinois
May 10, 2016

I. CALL TO ORDER

President Pro Tem George Bridges called the meeting to order at 4:00 p.m.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

Vice President George Bridges
Treasurer Janet Kilkelly
William Sarocka
Marc Jones

COMMISSIONERS ABSENT

President Patricia Foley

STAFF PRESENT:

Executive Director Greg Petry
Superintendent of Finance & Administration Jim Glogovsky, Superintendent of Cultural Arts Claudia Freeman, Superintendent of Parks Michael Trigg, Superintendent of Recreation Jay Lerner, and Community Relations Manager Teddy Anderson.

III. MINUTES

The Consent Agenda Items which include the Minutes of the Regular Meeting and Special Board Meetings, Bills, Payroll, Financial Statements, and Authorization to Receive Bids/Quotes were presented.

Motion by Commissioner Kilkelly, seconded by Commissioner Jones, to approve the Consent Agenda Items as presented. On the roll call, the vote was as follows:

A YE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

Commissioner Sarocka asked about the demolition of the Yorkhouse property; namely, if it included destruction of the garage. Mr. Trigg explained to the Board that the roof of the garage was collapsing and overall, it was in total decay. Mr. Petry advised the Board that there was no need for the garage, and because of its condition, it was not feasible for storing equipment. Mr.

Petry informed the Board that the Fire Department would be using the buildings for training and that once they were burned down, they would obtain quotes for removal of the debris.

IV. PUBLIC PORTION

A. The following new staff introduced themselves to the Board: Bryan Escobar and Nancy Munoz .

B. There was no public comment.

V. PROGRESS REPORTS

A. Executive Director: Mr. Petry presented his written report. Mr. Petry advised the Board of his ongoing efforts regarding School District funding for the pool and the proposed intergovernmental agreement. He discussed his recent meetings with Tom Morris, School Board President Mike Rodriguez, and his lunch meeting with incoming Waukegan School Superintendent Theresa Plascencia. Mr. Petry stated that we now have a tentative twenty (20) year agreement with the School District which calls for a \$210,000 upfront payment and \$50,000 each year thereafter. Mr. Petry informed the Board that the goal was to get this agreement approved by the School District during their second meeting in May, in order for the Board to address this matter at their June Board meeting.

Commissioner Kilkelly asked Mr. Petry what the length of the previous intergovernmental agreement with the School District was. Mr. Petry stated that the last agreement was for approximately 30 years.

Mr. Petry discussed the PARC grant situation with the Board. He informed the Board that he was encouraged (assuming the Legislators fund the programs) after his recent talks with legislative aides.

Mr. Petry, in response to Commissioner Sarocka's question asked about the Parks Day in Springfield, informed the Board that the trip went quite well. He informed the Board that Ms. Anderson had been given a great location in the rotunda to setup which enabled them to meet and greet all of our local representatives. He stated the Legislators were very receptive to the issues surrounding our parks, so much so, that they all proudly wore our "We Love Parks" stickers.

Mr. Petry concluded his remarks with an update of the legislative bills (property tax freeze, HB4397, etc.) that he and his staff will continue to monitor.

B. Attorney Report: Attorney Brian Smith informed the Board that he still had not received the settlement paperwork regarding the tax objection lawsuit from Mr. Karnes, and that he will continue to pursue this matter. He also advised the Board that SB3332, which was introduced in Springfield, should be monitored by the District because of the potential impact on the Concealed Carry law within parks.

Commissioner Bridges, followed by Commissioners Kilkelly, Jones, and Sarocka and Mr. Petry all took a moment to thank Attorney Smith for his service and dedication to the Board.

C. Legislation/ IAPD Update: Nothing presented other than Mr. Petry's earlier comments.

D. Division Reports:

D1. Finance & Administration: Mr. Glogovsky presented his written report. He then began to highlight items in his report. He first discussed the Property Replacement Tax revenue, wherein he stated that the State of Illinois reported they had overpaid us \$126,000 due to a conversion or modification of their software. Mr. Glogovsky was not aware as to how the State would seek to recoup such funds.

Commissioner Sarocka asked if the 117% increase reflected in our 2015 & 2016 budget coincided with the overpayment or was based on something else. Mr. Glogovsky stated he was not sure. He further indicated the park district had just received a check which was \$40,000 less and could only speculate if it reflected the State recouping some of its money or a reflection of lower receipts.

Commissioner Kilkelly asked the purpose of the underground storage tanks at Bonnie Brook and why they were found to contain water. Mr. Glogovsky informed the Board that these tanks contain fuel and that they are checked on a quarterly basis. He went on to say that at this point there is no need to do anything, only to continue monitoring the situation.

Commissioner Sarocka asked if the \$29,000 payroll expense for Bonnie Brook for March 2016, which is above budget, reflects the extra payroll period for that month. Mr. Glogovsky informed him that yes, it correctly reflected the extra pay period.

Commissioner Bridges asked for clarification on the Special Recreation Association (SRA) process of having our park district resubmit our taxes to the SRA. Mr. Glogovsky explained that we belong to the SRA, along with three other park districts, and essentially when the district receives our tax levy from the SRA fund, we submit that levy to the SRA. We are then reimbursed as we submit our expense bills to them for a variety of things for the Special Recreation Department. Mr. Petry explained to the Board that in order to levy the tax for SRA, a district had to be in a cooperative agreement with other park districts. He informed the Board that the District's current cooperative agreement includes Zion, Round Lake and Lindenhurst.

Commissioner Sarocka and Mr. Glogovsky commented on the great job Ralph Sabatini has done by increasing booked events at Bonnie Brook, resulting in an increase of approximately \$45,000 excess revenue over expenses.

D2. Cultural Arts: Ms. Freeman presented her written report. Ms. Freeman advised the Board that on May 22nd we have a pianist from Russia as our final concert for this season.

Commissioners Sarocka and Bridges praised Ms. Freeman on hiring Mr. Escobar.

D3. Parks: Mr. Trigg presented his written report.

Commissioner Sarocka asked for an update on the construction of the Pickleball Court which is scheduled for Bevier Park. Mr. Trigg informed the Board that construction is underway, however, it has been severely hampered because of the extreme wet condition of the soil in that area. Because of the wet condition, they will be laying 100 feet of gravel on top of the soil to facilitate construction. Once the gravel is laid, Mr. Trigg believes they will be able to start the project. Mr. Trigg also informed the Board that approval was sought and given to add an additional 175 feet of gravel to address the Tennis Court reconstruction at Bevier Park as well. Commissioner Jones advised the Board of a recent conversation he had with a constituent who was extremely excited about the construction of the Pickleball Court.

Commissioner Sarocka informed Mr. Trigg that the Tennis Courts at Victory Park are in serious need of sealing and crack repair. Mr. Trigg indicated that the situation at Victory Park will soon be evaluated and repaired, and that there are funds in the budget to address this situation.

Commissioner Bridges thanked and expressed the Fire Department's gratitude to Mr. Trigg for providing trees for Arbor Day planting, and the training opportunity for the Fire Department in allowing the controlled burning of park district buildings scheduled for demolition.

D4. Recreation: Mr. Lerner presented his written report. Mr. Lerner wanted to highlight the fact the Field House reached 4,000 members as of last weekend. He noted that Sports Park usage is increasing weekly.

Commissioner Kilkelly asked Mr. Lerner to explain the "Garden to Table" program scheduled this summer. Mr. Lerner stated this is a program offered through North Shore Gas where kids grow food in containers that are planted in a tabletop format, then harvest the food, and take it home for eating at the table.

Commissioner Jones advised Mr. Lerner of problems with the Field House locker room towel dispensers. Commissioner Jones said he has noticed that either the software isn't working or the doors won't open. He further stated he has seen locks left on lockers beyond the park district's 24 hour policy. Mr. Lerner stated he is aware of the problem and will be looking into rectifying the situation.

Mr. Lerner also highlighted the Special Recreation Services of Northern Lake County's Annual Report.

VI. REVIEW / DISCUSS / DECIDE

A. Interfund Transfers: None

B. Permission to Accept Bids / Quotes

1. Field House Contractual Custodial Services.

Commissioner Kilkelly inquired about the exact hours and the nature of work to be performed. Mr. Lerner advised the Board the contractual cleaning crew enters the building after closing and will clean the locker rooms and facility until about midnight. He explained that the weekend duties are performed by the contractor.

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the low bid from Emeric Facility Services of Waukegan for nightly cleaning of the Field House after hours and porter service at the Field House during weekends and employee benefit hours, in the amount of \$55,520. On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

C. Request for Church Services at Bowen Park.

Motion by Commissioner Kilkelly, seconded by Commissioner Sarocka, to approve Trinity United Lutheran Church to use the Morrison Picnic Center at Bowen Park for one Sunday morning on August 14, 2016. On a voice vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

D. Election of Officers.

Motion by Commissioner Kilkelly, seconded by Commissioner Sarocka, to appoint Commissioner Bridges as President. No other nomination or discussion was made from the floor, and the period for making a nomination was closed. On a voice vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges
NAY: None
ABSTAIN: None
ABSENT: Foley

Motion carried.

Motion by Commissioner Jones, seconded by Commissioner Bridges, to appoint Commissioner Kilkelly as Vice President. No other nomination or discussion was made from the floor, and the period for making a nomination was closed. On a voice vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges
NAY: None
ABSTAIN: None
ABSENT: Foley

Motion carried.

Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to appoint Commissioner Foley as Treasurer. No other nomination or discussion was made from the floor, and the period for making a nomination was closed. On a voice vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges
NAY: None
ABSTAIN: None
ABSENT: Foley

Motion carried.

E. Recognition of Outgoing President. Mr. Petry recommended that the Board award Commissioner Foley flowers and a gift card. Commissioner Kilkelly suggested that the Board present her with a Resolution and the Board agreed. Commissioner Bridges wanted to recognize Commissioner Foley for her leadership and for having done an outstanding job in guiding the Board during her tenure as President.

F. Appointment of Officials.

Motion by Commissioner Jones, seconded by Commissioner Kilkelly, to appoint the following officials of the Board: George Bridges Sr. as Attorney and Secretary; Greg Petry as Assistant Secretary and Local Election Official; James Glogovsky, Assistant Treasurer, IMRF Officer and PDRMA Representative; and Tanya Brady as PDRMA Alternate Representative. No other nomination or discussion was made from the floor, and the period for making a nomination was closed. On a roll call vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

Attorney Smith exited the meeting at 5:05 p.m., at which time Attorney Bridges assumed the role of Board Attorney.

G. Appointment / Reappointment of Advisory Committee Members.

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to appoint and reappoint the recommended Advisory Committee Members to the following Advisory Committees: Cultural Arts, Golf, Recreation, and Special Recreation. No objection was voiced regarding any of the nominated individuals. Commissioner Kilkelly asked if it would be in the best interest of the Park District if we had someone from the golf management company on the Golf Advisory Committee. Mr. Glogovsky informed the Board that various personnel from the management company attend most meetings. No other discussion was made on the recommendations. On a voice vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

H. Resolutions.

Mr. Glogovsky advised that with the election of new officers to the Board, new Bank Authorizations are required to be approved. They were presented to the Board as Resolutions 2016-03 Designating Depository; 2016-04 NorStates Bank; 2016-05 First Midwest Bank; 2016-06 Associated Bank; 2016-07 NorStates Bank Signature (#51905818); 2016-08 NorStates Bank Signature (#01702216); 2016-09 First Midwest Bank Signature; 2016-10 First Midwest Bank Signature; and 2016-11 Associated Bank Signature. Mr. Glogovsky further advised the Board that if the Resolutions were approved, they would require signatures from the Board's President, Vice President, Treasurer, Secretary, and Attorney. Commissioner Sarocka asked Mr. Glogovsky if he would be able to proceed with the Resolutions in light of the fact that Commissioner Foley was not present. Mr. Glogovsky believed the Banks has Commissioner Foley's electronic signature on file since she served as the Board President.

Motion by Commissioner Kilkelly, seconded by Commissioner Jones, to approve the listed Resolutions. No objection was voiced and no other discussion was had on the recommendations. On a voice vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

I. Review and approve Hinkston Pool Change Order.

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the change order regarding the elimination of a the door that resulted in a change order decrease (credit) in the amount of \$2,280.00 to CAD Contract Glazing, and to approve the change order adding concrete in the amount of \$928.19, proposal request 2 in the amount of \$2,790.12, framing beam changes in the amount of \$2,569.08, and a deduction of \$7,500 for gradebeam foundations, resulting in a change order decrease (credit) in the amount of \$1,212.61 to DeGraff Concrete Construction, Inc.

Commissioner Kilkelly questioned why there was a change. Mr. Petry advised the Board that a door was omitted and they no longer need the glazing for the door. He wasn't sure if the Fire Department required the change, such as from a double door to a single, but the change order was regarding a door. Commissioner Bridges informed the Board that he was advised by Fire Department Lt. Lindsey that one of the doors designed for the project did not meet ingress and egress codes. Mr. Petry went on to say that the project also required less concrete which resulted in the other change order.

No other discussion was had on the submitted change orders. On a roll call vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

VII. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Jones applauded Mr. Petry and his staff for their participation in the job fairs and their willingness to reach out with information about the job opportunities within the Park District. This essential activity will help the Park District open new doors within our community to support a growing and important partnership.

Commissioner Kilkelly congratulated Commissioner Bridges on his election to President of the Park District Board. She reflected on the Park District's Hundred Year anniversary and the impact and history that President Bridges could make as he Chaired the Board. Commissioner Kilkelly also congratulated Attorney Bridges on his appointment. Mr. Petry informed the Board that Attorney Bridges is only the third law firm to represent the District during its hundred Year history.

Commissioner Sarocka also wanted to thank Mr. Lerner and his staff for their initiative in hiring Waukegan residents. Mr. Lerner informed the Board that more than 50 youth attended the job fair at the Field House and between the two high schools, more than 129 students signed the sheets indicating their interest and 17 youth attended the job fair at Belvidere Rec Center.

Commissioner Sarocka recognized that today was Ms. Anderson's birthday.

Mr. Petry advised the Board that he will be providing an update on the Park District's hiring practices at the next Committee of the Whole meeting.

Commissioner Bridges thanked the Board for their trust in electing him as President. He also thanked Mr. Petry and Staff for their efforts in establishing and conducting the job fairs.

VIII. CLOSED SESSION

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to enter into closed session to discuss collective bargaining pursuant to 5 ILCS 120/2(c)(2). On a roll call vote, the vote was as follows:

AYE: Kilkelly, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

The following persons entered the Closed Session: Commissioners Kilkelly, Jones, Sarocka, Bridges, Mr. Petry and Mr. Robert McCabe, of counsel with Ancel Glink.

ACTION, IF ANY, ON MATTERS DISCUSSED IN CLOSED SESSION – None. The Closed

Session ended at 5:50 p.m.

The regular meeting reconvened at 5:50 p.m. with the following persons present:
Commissioners Kilkelly, Jones, Sarocka, Bridges, and Mr. Petry.

IX. ADJOURNMENT

There being no further business, Commissioner Bridges moved, seconded by Commissioner Jones, to adjourn the meeting at 5:51 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary