

MINUTES OF THE REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT  
Administration Center  
2000 Belvidere Road  
Waukegan, Illinois  
October 11, 2016

**I. CALL TO ORDER**

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

**II. ROLL CALL OF COMMISSIONERS**

COMMISSIONERS PRESENT

President George Bridges  
Vice President Janet Kilkelly  
Treasurer Patricia Foley  
Marc Jones

COMMISSIONERS ABSENT

Sarocka

STAFF PRESENT:

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

**III. CONSENT AGENDA**

The Consent Agenda Items which includes the Minutes of September 13th and 27th, the Accounts Payable, Payroll and Financial Report were presented.

Motion by Commissioner Kilkelly, seconded by Commissioner Foley to approve the Consent Agenda Items as presented, with the exception of the September 13, 2016 minutes. No discussion was had on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: None

ABSENT: Sarocka

Motion carried.

Commissioner Kilkelly stated she would like to hold over the September 13th minutes until there is a “fact check” of the information provided during the public portion of that meeting. She stated she wanted a postscript regarding the comments made and as to whether the information stated was correct. Mr. Petry stated the 688 number of applicants was probably correct but he had no way of knowing the number of minority applicants. Mr. Glogovsky stated the applications do not ask the race

of those applying. Commissioner Kilkelly reiterated that in the postscript she wants to know how many actual positions were open during that period of time, and if there is a box that one checks to identify their race and lastly, how many were actually qualified.

Motion by Commissioner Foley, seconded by Commissioner Kilkelly to approve the September 13, 2016, minutes. No further discussion was had on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: None

ABSENT: Sarocka

Motion carried.

#### **IV. PUBLIC PORTION**

A. Congressman Bob Dold appeared before the Board and thanked the Park District for all they do for the Waukegan community. He stated he had established the Tenth District Leadership Awards to recognize the everyday heroes that make our communities an amazing place to live, work and raise children. He advised the Board more than 250 nominations were submitted and more than 17,000 votes were cast for this year's award recipients and that the top vote getter was Mike Trigg. Mr. Trigg was then presented with the 10th Congressional District Leadership Award for Friend of the Environment.

B. Rochelle Shipley from Chicago, Illinois, appeared before the Board and questioned why her name had been omitted from the recent FOIA material provided to Ms. Carrasco. She stated that in 2014 she had applied for the Community Relations Coordinator position with the Park District and despite having a BA in Broadcast Electronic Communications from Marquette University and a Master's Degree in Digital Media and Storytelling from Loyola University, she was not offered the job.

C. Margaret Carrasco of 532 N. Lewis Ave., Waukegan, Illinois appeared before the Board and asked why the Park District had not been more proactive in the recruiting of minorities by advertising job openings in local African-American and Latino newspapers.

D. Harlene Shipley of 512 N. Frolic Ave, Waukegan, Illinois appeared before the Board and voiced her concerns regarding the number of African-Americans and Latinos who work in the Administrative Offices of the Park District.

E. Linda Belles appeared and presented a short video on the Green Town Garden. She also thanked the Park District for allowing their organization to use the Callahan Park property for their community garden. She told the Board that due to their generosity, more than 24,000 people will be served this year with fresh food.

Prior to proceeding to Progress Reports, Commissioner Kilkelly asked Mr. Petry if he had a response to Rochelle Shipley's complaint. Mr. Petry stated he had and he then read the written response to the Board. The reason Ms. Shipley's name was not listed in the FOIA material was because Ms. Carrasco had modified her FOIA request for a date outside of the time period when Ms.

Shipley had applied for employment.

## **V. PROGRESS REPORTS**

A. Executive Director: Mr. Petry presented his written report and a draft copy of the Aquatic Center Plaque. He suggested the plaque include former Commissioner Terry Duffy's name as he had played an integral part in acquiring the Aquatic Center.

B. Attorney Report: Nothing to report.

C. Legislation/ IAPD Update: Nothing to report.

D. Division Reports:

D1. Finance & Administration: Mr. Glogovsky presented his monthly written report. Commissioner Kilkelly asked if Josh Josephson was now disengaged from his employment with Wheeling Park District. Mr. Glogovsky stated Mr. Josephson will continue to work part time with the WPD through mid-November. He would not be joining the District full time, and the position was now open and posted.

D2. Cultural Arts: Ms. Freeman presented her written report.

D3. Parks: Mr. Trigg presented his monthly written report along with a Lead Water Quality Testing Report from Alpha Environmental, Inc. He said of the 73 total samples collected, four of the sample collected had a concentration of lead identified above the laboratory instrument detection limits. That of the four samples only one sample exceeded the U.S. EPA's Primary Standard for lead. He stated the specific drinking fountain at Upton Park is located in the back room and that it is very rarely used. As a result of the test, that fountain has been removed from service and there is currently a work order outstanding to remove it.

D4. Recreation: Mr. Lerner presented his written report, along with the 2016 Independence Parade Report. Commissioner Jones asked what the concern was regarding the parade flow gap. Mr. Lerner stated one of the parade units did not keep up and allowed a major gap at the beginning of the parade. President Bridges commended Mr. Lerner on his report which indicated Jeff Ellis was attempting to hire all Waukegan residents as lifeguards. Commissioner Kilkelly questioned the impact it would have on the scheduled events in Bowen Park if the parade was stopped at Greenwood and Sheridan. Mr. Lerner stated this was only a suggestion and while it could assist with the traffic flow pattern, this change would not work if the reviewing stand was re-established.

## **VI. REVIEW / DISCUSS / DECIDE**

A. Interfund Transfers: None were presented.

B. Permission to Accept Bids / Quotes

1. HVAC Rooftop Replacement.

Mr. Trigg asked the Board to approve the low quote from McDonough Mechanical Services, Inc., of Waukegan, Illinois, in the amount of \$15,997 for the HVAC rooftop units replacement which are located above the planning offices at the Park District Maintenance Facility. Commissioner Kilkelly asked the age of the units being replaced. Mr. Trigg stated they were purchased in 1994. President Bridges thanked Mr. Trigg and his staff for the details of the quote summary.

Motion by Commissioner Foley, seconded by Commissioner Jones, to accept the low quote from McDonough Mechanical Services, Inc. in the amount of \$15,997 for the HVAC rooftop units replacement. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: None

ABSENT: Sarocka

Motion carried.

2. Bowen Park Hofflander Trail Improvement Project.

Mr. Trigg asked the Board to accept the low bid from Innovation Landscape, Inc., of Plainfield, Illinois, in the amount of \$78,849, for the trail improvement project at Bowen Park.

Motion by Commissioner Jones, seconded by Commissioner Foley, to accept the low bid from Innovation Landscape, Inc. for the Hofflander Bowen Park Trail Improvement Project, in the amount of \$78,849. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: None

ABSENT: Sarocka

Motion carried.

3. Recreation and Parks Van Replacements.

Mr. Trigg asked the Board to approve the purchase of two replacement Vans through the Illinois Department of Central Management joint purchasing Contract #4018029 as submitted in his proposal. He further stated the bid summary did reflect a price reduction for the trade in of three vehicles, those being a 1993 Ford Ranger and two (2) 1995 passenger vans.

Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the purchase of three (3) replacement Vans through the Illinois Department of Central Management joint purchasing Contract #4018029, from Landmark Ford, Springfield, Illinois in the respective amounts of: One (1) 2017 Ford T-350, 15 Passenger Van in the amount of \$27,991 and Two (2) 2017 Ford T-250, Cargo Vans in the amount of \$49,320.

Commissioner Kilkelly asked if the bid amount of \$27,991 included the trade-in value. Mr. Trigg stated the original quote was for \$30,891 without any trade-in. Commissioner Kilkelly also asked if

these Vans would be wrapped in light of the upcoming 100<sup>th</sup> Centennial Celebration. Mr. Trigg responded that money had been set aside to wrap the Rec Van; however, he was unsure regarding the others. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: None

ABSENT: Sarocka

Motion carried.

4. Bevier Ball Diamond Infield Renovation.

Mr. Trigg asked the Board to approve and accept the low quote from Van's Enterprises Ltd, Waukegan, Illinois. to improve and repair the Bevier Ball Diamond infield. He stated the work includes the removal of the existing grass infill, repair of the mound, improved water drainage and re-establishing the sidelines.

Motion by Commissioner Jones, seconded by Commissioner Kilkelly, to accept the low quote from Van's Enterprises Ltd., of Waukegan, Illinois, to improve and repair the Bevier Ball Diamond infield in the amount of \$18,300. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: None

ABSENT: Sarocka

Motion carried.

5. Adoption of Resolution 2016-20 Change Order Bowen Skate Park.

Mr. Trigg asked the Board to approve Resolution 2016-20 Change Order for the sealing and repair of additional cracks at Bowen Skate Park.

Motion by Commissioner Foley, seconded by Commissioner Jones, to approve Resolution 2016-20 authorizing the change order of IWS, Inc., for the sealing and repair of additional cracks at Bowen Skate Park, in the amount of \$4,815. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: None

ABSENT: Sarocka

Motion carried.

C. General Obligation Refunding Park Bonds. (Matter was addressed earlier in the board meeting.)

Mr. David Phillips from Speer Financial, Inc., stated after submitting the \$1,737,285 General Obligation Limited Tax Refunding Park Bonds, Series 2016, to the banks in Lake County, that three (3) bids were received. He stated the three bids had an excellent interest rate of 1.05% and he would recommend the Board accept their respective bids of: \$289,985 to the State Bank of the Lakes; \$289,985 to Libertyville Bank and Trust Company; \$289,985 to Lake Forest Bank and Trust Company; and \$869,955 to Northside Community Bank.

Motion by Commissioner Kilkelly, seconded by Commissioner Foley, to accept the \$1,737,285 General Obligation Limited Tax Refunding Park Bonds low bids of 1.05% from Libertyville Bank and Trust Company and Northside Community Bank. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

Mr. Glogovsky presented Ordinance 16-05 providing for the issuance of \$1,739,910 General Obligation Limited Tax Refunding Park Bonds, Series 2016 for the purpose of refunding certain outstanding bonds of the Waukegan Park District.

Motion by Commissioner Foley, seconded by Commissioner Jones, to approve Ordinance 16-05 for the issuance of \$1,739,910 in General Obligation Limited Tax Refunding Park Bonds, Series 2016. There was no discussion on this matter. On the roll call, the vote was as follows

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

Motion carried.

## **VII. COMMISSIONERS QUESTIONS & COMMENTS**

Commissioner Kilkelly stated at the most recent convention one of the exhibitors had a sign recognizing a donation that had been given to a park district and asked if the Waukegan Park District could do the same for the group donating the doggie bags to our District. She also stated at the same convention there was another exhibitor giving away fire hydrants, and she wondered if the City of Waukegan, in light of our upcoming 100th Centennial's Celebration, would be willing to donate a couple of a fire hydrants to be wrapped and installed in the dog parks throughout the District. She mentioned she had the opportunity to tour one of their "Splash Pad" facilities located in the silo and that it was just awesome. She wondered if the Park District had considered such a design for King Park. Lastly, she provided a Pool Party Brochure to Mr. Lerner for his consideration.

Commissioner Foley stated she had recently attended the 52nd Edwin Montano Scholarship Awards Dinner and that it was unfortunate that the Waukegan Park District was not even mentioned in the program as congratulating the award recipients. Commissioner Kilkelly stated both she and Ms. Sandine had checked numerous websites in an effort to ascertain when and where the event would be held, to no avail.

Commissioner Jones stressed the importance of attending these regional conferences because of the opportunity to network and to learn how other park districts operate. He stated as a result of one of the classes he now has a better understanding of the need for an aquatic center management company. He further stated that he would like to discuss at a later date the issue surrounding the independent contractor versus employee situation in light of his conversations with other districts on this subject. Mr. Petry asked Commissioner Jones to forward any information or resources he may have to Mr. Glogovsky, because they would soon be moving forward on their process of reviewing their worker classifications.

President Bridges asked Mr. Petry what he meant by moving forward on the process. Mr. Glogovsky stated it was imperative that he gets the questionnaire in the hands of these independent contractors around the first week of November so he and staff can make a determination as to whether they are employees or independent contractors, before the first of the year. President Bridges asked for this matter to be placed on the next meeting's Agenda.

President Bridges (even though Public Portion of the meeting had been concluded) allowed Chris Blanks of the B.A.M.M., to address the Board on behalf of Rochelle Shipley's FOIA complaint. He asked why staff hadn't taken it upon themselves to provide material that was not specifically requested in the FOIA. He later stated he would appear at the next Board meeting to further elaborate on his statement.

## **VIII. ADJOURNMENT**

There being no further business, Commissioner Foley moved, seconded by Commissioner Jones to adjourn the meeting at 5:52 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges  
Secretary