

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT

Administration Center
2000 Belvidere Road
Waukegan, Illinois
December 13, 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
William Sarocka

COMMISSIONERS ABSENT

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 November 3rd, 8th, 22nd, December 1st and 5th, the Accounts Payable, Payroll, and Financial Statement 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:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

IV. PUBLIC PORTION

Ms. Elyse Danckers, the Executive Director of Waukegan to College (W2C) appeared before the Board to apprise them of W2C organization and mission. She stated hundreds, if not thousands, of Waukegan students are not reaching their full potential, because they do not consider college to be an

option. She stated W2C seeks to inform families of the numerous ways one can to get into college, through weekly tutoring, workshops and one-on-one counseling.

Mike Wheeler representing the Government Finance Officers Association (GFOA) appeared before the Board and thanked the Park District for their thoroughness and transparency in preparing the budget. He stated the GFOA Award was established to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA. He related the Waukegan Park District was being recognized and honored for successfully attaining the goal. Mr. Glogovsky was presented with the GFOA's Distinguished Budget Presentation Award.

Margaret Carrasco of 532 N. Lewis Ave., Waukegan, Illinois, appeared before the Board and voiced her displeasure with the Executive Director's contract.

V. PROGRESS REPORTS

A. Executive Director: Mr. Petry presented his written report and his recommendations for the employee and volunteer recognition award recipients. He advised the Board that he and staff were recommending Ken Allman for the "Volunteer of the Year Award," for his more than ten (10) years of volunteering in their Summer Youth Programs. Judge Charles Smith is recommended for "Patron of the Year Award." Judge Smith has donated significant funds to numerous park district programs over the years and has served as the Board's Attorney. Patrick Cosgrove has supported the Arts, both financially and through his presence, and is being recommended for the "Jack Benny Arts and Humanities Award."

B. Attorney Report: Attorney Bridges advised the Board the lawsuit filed on July 19th against the Park District; namely, "Gruby v. Waukegan Park District" 16L561, was dismissed on December 8, 2016. He reminded the Board of the "public recital" requirement of the Open Meetings Act, which requires the Board to provide sufficient recital of key facts of agenda items before a vote is taken on the matter. Lastly, he advised the Board of the number of lawsuits being filed across the country against businesses whose Websites are not ADA compliant. He stated he brought this to the attention of Mr. Petry, and he immediately engaged Ms. Anderson, Ms. Sandine in a review of the District's Website. Mr. Petry responded that the District's Website is essentially in compliance with the ADA's Website requirements.

C. Legislation/ IAPD Update: Mr. Petry stated no legislation was passed during the veto session that would impact the park districts.

D. Division Reports:

D1. Finance & Administration: Mr. Glogovsky presented his monthly written report. He stated because of a Court Injunction concerning the Department of Labor's new overtime rule, the District would be in a holding pattern before converting staff to non-exempt status. Commissioner Sarocka inquired about the discussion during the meeting with Lauterbach & Amen. Mr. Glogovsky stated there were two topics of concern; one was the upcoming timeline of the audit and the second, was a financial operations comparison analysis with GolfVisions with the District.

Mr. Glogovsky advised the Board if the EAV for all of the District's five townships, was more than 7%, it could result in the District receiving more dollars than last year's extension. However, because the Board mandated to collect the same extension amount this year as last year, he will initiate a discretionary cut the first week of April 2017.

D2. Cultural Arts: Ms. Freeman presented her written report. She reminded the Board the District was presenting the Messiah this Saturday at 7:00 pm.

D3. Parks: Mr. Trigg presented his monthly written report. Commissioner Kilkelly stated she had recently been notified that a number of senior citizens, some of whom are handicapped, are having difficulty in entering the double doors at Bonnie Brook Clubhouse. Due to the number of events at the Clubhouse, she wants the District to take a look at equipping the doors with a handicap button and doors to make it more accessible for the District's handicapped and senior citizens. Mr. Petry stated the District has additional funds in the ADA line item and the staff would obtain quotes to address the issue.

D4. Recreation: Mr. Lerner presented his written report. He reminded the Board of the upcoming family program event this Friday, the Mariachi Christmas, and the Polar Bear Plunge scheduled for January 1, 2017. President Bridges advised Mr. Lerner he would have Fire Department Divers available for the Polar Bear Plunge. Commissioner Jones asked Mr. Lerner if he had a count of how many attended the open pool this past weekend. Mr. Lerner stated he would estimate that 500 to 700 people were in attendance. Commissioner Sarocka asked how much was being charged as a daily fee being charged to use the pool and the gym. Mr. Lerner stated it was a separate fee of four dollars (\$4) to use either the pool or the gym.

VI. REVIEW / DISCUSS / DECIDE

A. Interfund Transfers: Mr. Glogovsky presented his memorandum seeking authorization to perform a number of Interfund transfers from the Memorial End Funds as listed.

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the Interfund Transfers as submitted. There was no discussion on the matter. On the roll call, the vote was as follows:

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

Motion carried.

B. Permission to Accept Bids / Quotes

1. Parks Vehicle Replacement.

Mr. Trigg asked the Board to approve the purchase of a 2017 Ford F150 4x2 pickup truck through the Illinois Department of Central Management joint purchasing Contract #4018026, to replacement a 2003 pickup truck as submitted in his proposal.

Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the purchase of a 2017 Ford F150 truck through the Illinois Department of Central Management joint purchasing Contract #4018026, from Wright Automotive, Hillsboro, Illinois in the amount of \$25,950.

President Bridges asked Mr. Trigg why was the bid for a 4x2 pickup truck instead of a 4x4, and what is the difference in price between the two vehicles. Mr. Trigg stated the vehicle is currently used by trade staff to use for repairs throughout the District. The pickup truck being replaced is only a 4x2. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

2. Winter Tree Removal.

Mr. Trigg asked the Board to approve the quote for the Winter 2016-2017 tree removal from various parks within the District, from Perez Tree Service & Landscaping Inc., Beach Park, Illinois, in the amount of \$21,330.

Motion by Commissioner Kilkelly, seconded by Commissioner Sarocka, to approve the quote for the Winter 2016-2017 tree removal from various parks within the District, from Perez Tree Service & Landscaping, Inc., in the amount of \$21,330.

Commissioner Sarocka asked Mr. Trigg what were the different alternatives in the submitted quote. Mr. Trigg stated the core project was for the removal of 61 trees and that they had budgeted \$25,000 to cover this project. However, because there were a number of other trees that should be removed they sought alternatives quotes to determine whether they could also be removed within this budget year. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

3. Proposal to Provide Professional Architectural Services.

Mr. Petry presented Legat Architects' and Williams Architects' proposals for Architectural Services for Belvidere Park building and aquatic center master planning. Commissioner Jones asked why the District was dividing the architectural services between two (2) firms. Mr. Petry stated Legat

Architects was included because they are more familiar with the Park's buildings and Williams Architects was included because their service is centered on aquatic design.

Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve and accept Legat Architects' proposal for Architectural Services in facility assessment of the Rose Administration Center and the Belvidere Recreation Center and develop a master plan for the for Belvidere Park, in the amount of \$59,800 plus expenses. Also included in the motion, was to approve and accept Williams Architects' proposal for Architectural Services in designing and planning a family aquatic center for Belvidere Park, in the amount of \$14,800 plus expenses.

President Bridges asked Mr. Petry if the reason the project was not being let for bids was to meet the previous discussed timelines. Mr. Petry advised him the timeline is tight; however, if there are no surprises, the project can be completed as proposed. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Amended 2016-2017 Salary Schedule.

Mr. Glogovsky asked the Board to approve revising the salary schedule and thereby reestablish Grade 14 minimum salary of \$43,324 and the range at \$43,324-\$72,203 due to the injunction of DOL's overtime rule.

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve revising the salary schedule. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Review of FY 2016/2017 Midyear Financial Report.

Mr. Glogovsky presented the highlights of FY 2016/2017 Midyear Financial Report. No action was taken on this matter.

E. Ordinances/Resolutions for Approval

Approval of Trust in Taxation Law Resolution 2016-22. Mr. Glogovsky presented the Truth in Taxation Resolution, 2016-22 and asked the Board to approve it. Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve Resolution Number 2016-22. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approval of the 2016 Tax Levy Ordinance. Mr. Glogovsky presented the 2016 Tax Levy Ordinance, Ordinance Number 16-07, for the Levy and Assessment of Taxes of \$9,058,000 for the Waukegan Park District. Motion by Commissioner Jones, seconded by Commissioner Sarocka, to approve the 2016 Tax Levy Ordinance, Ordinance Number 16-07, for the Levy and Assessment of Taxes of \$9,058,000 for the Waukegan Park District. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approval of the 2016 Tax Levy Abatement Ordinance. Mr. Glogovsky presented the 2016 Tax Levy Abatement Ordinance, Ordinance Number 16-08, for the abatement of a portion of the tax levied for the year 2016 to pay debt services on the General Obligation Limited Tax Refunding Bonds of \$361,363.26. Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the 2016 Tax Levy Abatement Ordinance, Ordinance Number 16-08, for the abatement of a portion of the tax levied for the year 2016 to pay debt services on the General Obligation Limited Tax Refunding Bonds in the amount of \$361,363.26. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approval of Travel Expense Resolution 2016-17. Mr. Glogovsky presented the Travel Expense Resolution 2016-17, a Resolution that must be passed to comply with the Local Government Travel Expense Control Act. Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the Travel Expense Resolution 2016-17. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

VII. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Kilkelly thanked Mr. Glogovsky for his work in preparing the 2017 Tax Levy and addressing and answering the Board's concerns. Her sentiments were followed by the remaining Commissioners, who joined in, and commended Mr. Glogovsky for his work on the Levy.

Commissioner Foley commended the Park District's Foundation, Mr. Petry and the staff for the excellent reception at the Aquatic Center.

Commissioner Sarocka offered kudos to those responsible for the excellent reception at the Aquatic Center. He further stated the end product, the pool, was much better than he anticipated and much better than the renderings provided for the Aquatic Center.

Mr. Petry suggested the Board cancel the next Committee of the Whole meeting scheduled for December 20th. The Board agreed and canceled the December 20th Meeting.

Mr. Petry asked the Board for direction as to how he should respond to the negative and often personal attacks directed toward him during the meetings during the public comment portion.

Commissioner Kilkelly voiced her displeasure with the personal attacks and negative comments directed toward Mr. Petry. She stated they have a quality product in the Waukegan Park District and are the recipients of the 2013 National Gold Medal Award which indicates that Mr. Petry and Staff must be doing something right.

President Bridges asked the Board Attorney to weigh in on the discussion and give his opinion as to how the Board or Mr. Petry should respond to citizens comments. Attorney Bridges advised the Board in order to comply with the Open Meetings Act that all citizens appearing must be given an opportunity to address the Board during their meeting. He further stated he would not recommend the Board or the Executive Director respond to any comments to avoid getting into a tit-for-tat argument with the speaker.

President Bridges left the meeting at 6:45 p.m.

VIII. MOTION TO MOVE TO CLOSED SESSION

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to enter into closed session to discuss land acquisition, pursuant to 5 ILCS 120/2. On a roll called vote, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Sarocka

NAY: None

ABSTAIN: None

ABSENT: Bridges

Motion carried. The closed session convened at 6:50 p.m.

IX. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to reconvene open session. There was no discussion and the motion passed by unanimous voice vote. There was no action taken on the item discussion in Closed Session.

X. ADJOURNMENT

There being no further business, Commissioner Sarocka moved, seconded by Commissioner Foley to adjourn the meeting at 7:15 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary