

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

Administration Center
2000 Belvidere Road
Waukegan, Illinois
September 12, 2017

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 Marc Jones
Treasurer Patricia Foley
Janet Kilkelly
William Sarocka

COMMISSIONERS ABSENT

STAFF PRESENT:

Executive Director Jay Lerner
Superintendent of Finance & Administration Jim Glogovsky, Superintendent of Cultural Arts Claudia Freeman, Superintendent of Recreation Errick Beverly, Superintendent of Parks Scott MacLean, Executive Assistant Sally Sandine, Community Relations Manager Teddy Anderson, Jon Beckmann, Tim Girmscheid, and Board Attorney George Bridges.

III. CONSENT AGENDA

The Consent Agenda Items which includes the Minutes of August 8, 2017, August 22, 2017, Accounts Payable, Payroll, Travel Expenses, Financial Report, and Request to obtain bids and quotes, were presented.

Motion by Commissioner Kilkelly, seconded by Commissioner Foley, to approve the Consent Agenda Items with one correction to the August 8, 2017, minutes (The seating of Commissioner Jones). There was no further discussion on the motion. 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

None.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Kari Robinson, of Special Recreation, asked the Board to recognize the athletes' achievements who competed in the State Special Olympic Summer Games of 2017. She stated the athletes had participated in bocce, soccer, tennis, and track and field, among other sports. She then introduced each Athlete and the awards they received.

Angie Dobson, Stephen Hopkins, and Mark Peters in Track and Field.

Gary Richards and Donna Wagner in Bocce.

Christian Torres and Alex Garcia in Soccer.

Christian Torres and Mark Peters in Tennis.

On behalf of the District, President Bridges recognized and congratulated the accomplished athletes and teams who competed for the gold during the celebrated and much anticipated State 2017 Special Olympics Summer Games.

Mr. Beckmann introduced Ms. Alice Swank a recent hire assigned to Payroll and Human Resources. Mr. MacLean introduced Mr. Mike Lancia, a recent hire assigned as a Trades Worker. Mr. Beverly introduced Mr. Patrick Coleman, a recent hire assigned to Youth Athletics.

VI. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. He told the Board a representative from DNR had met with Mr. MacLean and Mr. Beverly to review the District's operations. He said the meeting went well and she was quite impressed with the District. He stated he hoped the grant funds would soon be released. Commissioner Sarocka asked if there was any anticipated timeline for the Green Bay Road expansion. Director Lerner stated he was told at this time no funds have been allocated for the project. Commissioner Sarocka asked for a status update on the Clearview Project. MacLean stated it is progressing well. That after several meetings with the residents in the area he has not received any recent complaints. Commissioner Kilkelly stated one of the residents in the senior housing just north of the project advised her, the contractors were doing a good job and that the shrubbery in the area looks just fine. President Bridges asked for an update on the email crash. Director Lerner stated a power surge had fried several of their servers and that it had not been returned to service as of yet. He said he anticipated it would be repaired in a matter of a few days.

B. Attorney Report: Advised the Board he had filed a motion to dismiss the lawsuit and that the matter is scheduled for October 2, 2017. He stated they had reached an agreement on the Golf building purchase, which had been included as an agenda item. Attorney Bridges asked the Commissioners if they had received the email he forwarded to them, prepared by the American Center for Law and Justice, which provides update case law on allowing people to share their faith on public property.

C. Legislation/ IAPD Update: Director Lerner said he had nothing new under legislative update to report.

D. Division Reports:

D1. Finance & Administration: Mr. Glogovsky presented his monthly written report. He advised the Board the “double coverage” for pollution that was required by PDRMA was now being rescinded and that it would save the District approximately \$18,000. Mr. Beckmann reported the Partner-in-Parks Golf Outing was a tremendous success. He stated the total revenue increased from \$18,145 to \$21,657.

D2. Cultural Arts: Ms. Freeman presented her written report. Commissioner Kilkelly asked how the Cemetery Walk went. Mr. Ty Rohrer stated they had a number of participants, and it had gone well.

D3. Parks: Mr. MacLean submitted his monthly written report. He stated because of the good weather they have been able to remain on schedule with the District's construction projects. President Bridges asked about the ongoing problems at the Aquatic Center. Mr. MacLean stated the electrical surge that crashed the email system also knocked out one of the pool circulation pump and the chlorinator feeder. He said they are still having problems with the pool; although they are slowly working them out. Commissioner Jones asked if there are any legal ramifications in light of the chlorinator feeder problems. Mr. MacLean stated the pool is shut down when the chlorinator feeder is not operating.

D4. Recreation: Mr. Beverly presented his written report. He advised the Board the cleaning of the Field House and the pool went well. Commissioner Sarocka asked what the swimsuit code violations mentioned in his report were. Mr. Beverly stated it involved several young men who wanted to swim in Ganster Pool in their street clothes, as opposed to proper swim gear. President Bridges asked how did the Pooch Pool Party go. Mr. Beverly stated it was a tremendous success and that they had 24 dogs participate. He thanked Commissioner Kilkelly for suggesting the event.

VII. REVIEW / DISCUSS / DECIDE

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

<u>Funds</u>	<u>From</u>	<u>To</u>
Memorial End #25-PIP (16-11-11-583-9999) Corporate (01-11-11-473-9999) Purpose: Offset cost associated with 2017 Partners in Parks Golf Outing.	\$11,646.44	\$11,646.44
Memorial End #25-PIP (16-11-11-583-9999) Recreation (02-97-81-473-9999) Purpose: Three Teen Quest camper scholarships.	\$650.00	\$650.00

Motion by Commissioner Sarocka, seconded by Commissioner Foley, 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

B. Approval of the FY 2016-17 Comprehensive Annual Financial Reports.

Mr. Glogovsky presented FY 2016-17 Comprehensive Annual Financial Report and the GolfVisions Financial Report. He stated there were no changes from the Audit Drafts that had been previously presented. Motion by Commissioner Foley, seconded by Commissioner Jones, to approve the FY 2016-17 Comprehensive Annual Financial Report and the GolfVisions Financial Report. 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

C. Follow-up discussion on the 2017 Tax Levy.

Mr. Beckmann presented his memorandum regarding the 2017 Estimated Tax Levy including a detailed scenario of the various proposals and the factors that should be considered in deciding the amount that should be levied. He told the Board his recommendation is for the Board to approve a levy of 4.9% increase and thereby avoid a truth in taxation hearing, in order to receive an approximate tax extension increase of \$671,451.00. President Bridges asked if the District would have any tax objections as a result of this levy amount. Mr. Glogovsky stated that while a tax objection could be filed, he believes the District is safe since they have now properly allocated their funds and have a Resolution on file to address this issue.

D. Authorization to accept the low quote for Fitness Equipment at Clearview Park.

Mr. MacLean recommended the Board waive the bidding requirements and accept the low quote from Reese Recreation, for Fitness Equipment at Clearview Park. Mr. MacLean stated the equipment is unique and that there are no competitors with the same product and only one manufacturer for said equipment, and that it would be in the best interest of the Park District to waive the bid requirement and accept the quote from Reese Recreation, in the amount of \$16,985.74.

Motion by Commissioner Jones, seconded by Commissioner Foley, to waive the bid requirement and accept the quote from Reese Recreation, in the amount of \$16,985.74, as a sole source and in the best interest of the Park District. President Bridges asked if Reese Recreation was the sole source for this equipment. Mr. MacLean stated this was the best equipment to meet the District's needs and that it had been recommended by Hitchcock Design. 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.

E. Purchase of a 2017 Ford F-450 truck with Dump Body.

Mr. McLean asked the Board to approve the purchase of one (1) 2017 Ford F-450 truck with Dump Body through the Illinois Department of Central Management joint purchasing Contract #4018300, from Landmark Ford, Springfield, Illinois, in the amount of \$45,636.00 (The purchase reflects a \$4,000 trade-in allowance).

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the purchase of one (1) 2017 Ford F-450 truck with Dump Body through the Illinois Department of Central Management joint purchasing Contract #4018300, from Landmark Ford, in the amount of \$45,636.00. 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.

F. Approval of the Vendem Agreement.

Mr. MacLean recommended the Board approve the Vendem Agreement for staff vending purchases. Motion by Commissioner Foley, seconded by Commissioner Jones, to approve the Vendem Agreement for staff vending purchases. 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.

G. Approve the SWALCO Intergovernmental Agreement.

Mr. MacLean recommended the Board approve the SWALCO Intergovernmental Agreement to expand the clothing and textile recycling collection program for the District's residents. Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the SWALCO Intergovernmental Agreement. President Bridges requested they inspect the collection site and not allow it to become unsightly. There was no further discussion on this matter. The motion carried by unanimous voice vote.

H. Belvidere Park Update.

Director Lerner stated there would be more information at an upcoming meeting in October with Williams architects on the Belvidere Park project. However, he advised the Board of several recent proposals for the project. He stated they are considering removing one of the Belvidere Park baseball diamonds and to replace it with a splash pad and, an eye-catching playground. Commissioner Kilkelly stated she had spoken with Supervisor Patricia Jones of the Waukegan Township about the need for additional parking in Belvidere Park. She asked Director Lerner if he had an opportunity to meet with Supervisor Jones. Director Lerner stated he had met with her approximately a week ago. He said the latest proposal would include expanding the parking on the west side of the pool which should alleviate some of the need for parking near her facility.

I. Approval of the GolfVisions Addendum "C."

Mr. Beckmann recommended the Board approve GolfVisions Addendum "C" to remove the Pollution Insurance requirement from their contract. Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the GolfVisions Addendum "C." 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.

J. Permission for Public Gathering for Prayer at Bowen Park.

Motion by Commissioner Foley, seconded by Commissioner Jones to grant permission for Public Gathering for Prayer at Bowen Park on October 14, 2017. Commissioner Foley asked what area of Bowen Park would be used for this gathering to pray. Mr. MacLean stated they would be in the area near Lilac Cottage. Commissioner Sarocka asked if the permit was required because of the number of participants. Mr. MacLean stated it was not required because of the number of participants but rather because it was for a religious ceremony. There was no further discussion on this matter. The motion carried by unanimous voice vote.

K. Approval of the purchase of the building at 1324 Golf Road, Waukegan.

Motion by Commissioner Foley, seconded by Commissioner Jones to approve the purchase of the building at 1324 Golf Road, Waukegan, for \$750,000. Commissioner Sarocka asked for an update on the specifics of the purchase agreement. Attorney Bridges stated the parties had reached an agreement on the Board's contingencies. Those contingencies being: the repair or replacement of the exterior light pole adjacent to the east entrance, the sealing, and plugging of the foundation cracks in and around both flowerbeds, to stop the infiltration of water, and lastly the repair of the elevator and removal of any oil and water in the shaft. Commissioner Jones asked if the agreement included the removal of the drive-thru. Attorney Bridges stated it did not. Attorney Bridges further stated that closing is tentatively

scheduled for October 6, 2017. Commissioner Sarocka asked what kind of title would the District obtain in light of the fact the building had been purchased by the Sellers at a foreclosure sale. Attorney Bridges stated the District must and would obtain clear and merchantable title to the property, or no sale will take place. Also, the District would obtain title insurance to protect and cover this purchase. 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.

VIII. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Kilkelly thanked Mr. (Jim) Glogovsky for his service to the District and community. She stated Jim has served as a dedicated public servant, who has spent his time improving the financial condition of the District. She wished him a happy retirement. Commissioner Foley thanked Jim for taking the time to answer all of her questions and for helping her understand the complexities of the budgeting and levying processes. Commissioner Jones thanked Jim for his professionalism and dedication to the job and wished him a happy retirement. Commissioner Sarocka thanked Jim for his dedication to the job and wished him well in his retirement. President Bridges thanked Jim for his dedication and loyalty to the District, and to him personally as a Commissioner. He also told Jim to enjoy his retirement.

IX. MOTION TO MOVE TO CLOSED SESSION

No Closed Session.

X. ADJOURNMENT

There being no further business, President Bridges moved, seconded by Commissioner Jones to adjourn the meeting at 5:20 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary