

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
2000 Belvidere Road
Waukegan, Illinois
October 10, 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
Treasurer Patricia Foley
William Sarocka

COMMISSIONERS ABSENT

Janet Kilkelly
Vice President Marc Jones

STAFF PRESENT:

Executive Director Jay Lerner
Superintendent of Finance & Administration Jon Beckmann, 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, Tim Girmscheid, Quincy Bejster, and Board Attorney George Bridges.

III. CONSENT AGENDA

The Consent Agenda Items which include the Minutes of September 12, 2017, Accounts Payable, Payroll, Travel Expenses, and Financial Report, were presented.

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the Consent Agenda Items as presented. There was no discussion on the motion. On the roll call, the vote was as follows:

AYE: Foley, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Jones, Kilkelly

Motion carried.

IV. PUBLIC PORTION

None.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

None.

VI. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. He told the Board GolfVisions had been hired to manage Midlane Golf Course. Director Lerner stated he had his first all Full Time Employee meeting and he would be sharing the suggestions and input with the Board at the Committee of the Whole Meeting. He then directed the Board to President Bridges' article on Development and Leadership that was published in the Illinois Park and Recreation Associations' October magazine.

Vice President Jones arrived at 4:05 p.m. Motion by President Bridges, seconded by Commissioner Foley to seat Vice President Jones. The motion carried by unanimous voice vote.

B. Attorney Report: Attorney Bridges told the Board the Court had granted the District's Motion to Dismiss the Clearview Park injunction. He said the matter isn't final at this point because the Court gave the plaintiff until November 9, 2017, to amend her complaint.

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

D. Division Reports:

D1. Cultural Arts: Ms. Freeman presented her written report. She stated on October 23, 2017, US waterproofing would repair the foundation cracks at the Jack Benny Center.

D2. Finance & Administration: Mr. Beckmann presented his monthly written report. He advised the Board he was in the process of filing a claim with Commonwealth Edison to cover the damages from the recent power surge. Commissioner Foley asked if there was any additional information regarding the dog attack at the dog park. Mr. Beckmann stated the attack occurred at Upton Park and the only additional information he had was the dogs were leashed at the time of the attack. Commissioner Sarocka inquired about the additional payroll expenses listed in the GolfVisions' report. Mr. Beckmann stated the increase in the payroll expenses were due to the fact three (3) payroll checks were issued that month.

D3. Parks: Mr. MacLean submitted his monthly written report. He stated the LED light replacement at the Field House had been completed. He said the District had been preapproved for a \$20,325.00 rebate. President Bridges asked if the SWALCO bins had been put in place. Mr. MacLean stated not at this point.

D4. Recreation: Mr. Beverly presented his written report. He reminded the Board that this Saturday the District would host the George Bridges 5K race. He stated more than 120 entrants had pre-registered for the event. Commissioner Foley stated the feedback she received from the Waukegan Women's Club regarding the American Independence Day Parade was that they thoroughly enjoyed the event and that it was well organized.

VII. REVIEW / DISCUSS / DECIDE

A. General Obligation Refunding Park Bonds.

Mr. David Phillips from Speer Financial, Inc., stated after submitting the \$1,759,535.00 General Obligation Limited Refunding Park Bonds, Series 2017B to the banks, that three (3) bids were received. He stated all the bids submitted had an excellent interest. Based on the bids received he would recommend the Board accept the low bid from Oppenheimer & Co. in the amount of 1.5049%.

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to accept the \$1,759,535.00 General Obligation Limited Refunding Park Bonds low bids of 1.5049% from Oppenheimer & Co. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Kilkelly

Motion carried.

B. Approval of Ordinance 17-09 for General Obligation Refunding Park Bonds.

Mr. Beckmann presented Ordinance 17-09 providing for the issuance of \$1,759,535.00 General Obligation Limited Refunding Park Bonds, Series 2017B for the purpose of refunding certain outstanding bonds of the Waukegan Park District.

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve Ordinance 17-09 for the issuance of \$1,759,535.00 in General Obligation Limited Refunding Park Bonds, Series 2017B. There was no discussion on this matter. On the roll call, the vote was as follows

AYE: Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Kilkelly

Motion carried.

C. Approval to Purchase a District Phone System.

Mr. Beckmann recommended the Board accept the low quote from Access Communication, Lindenhurst, Illinois, for the installation of the Panasonic PBX phone system, in the amount of \$59,990.00. He stated the new phone system would replace the existing aged telephone system. Commissioner Sarocka asked if the Panasonic phone system was compatible with the District current security system. Mr. Beckmann stated they are separate systems. Motion by Commissioner Sarocka, seconded by Commissioner Foley, to accept the low quote from Access Communication, for the installation of the Panasonic PBX phone system, in the amount of \$59,990.00. There was no further discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

D. Accept the Low Bid for Bonnie Brook Clubhouse roof improvements.

Mr. MacLean recommended the Board accept the low bid from Integrity Developers, Inc., for the Bonnie Brook Clubhouse roof and Exterior improvements, in the amount of \$64,600.00.

Motion by Commissioner Foley, seconded by Commissioner Sarocka, to accept the low bid from Integrity Developers, Inc., for the Bonnie Brook Clubhouse Roof and Exterior improvements, in the amount of \$64,600.00. Commissioner Sarocka asked if Integrity Developers had attended the recent Vendor Fair. Mr. MacLean stated they were invited, but they did not attend. President Bridges asked Ed Stuckey, of Stuckey Construction why was there such a discrepancy in his bid and that of Integrity Developers. Mr. Stuckey stated it was probably due to the fact that he found the plans for the project to be vague, which left bidders with varying interpretations as to the required project. Commissioner Foley asked what type of roof improvements were being made at the Clubhouse. Mr. MacLean stated it was an overlay of shingles. President Bridges questioned why it was an overlay and not a new install. Mr. MacLean stated it was due to cost for a new install and the amount budgeted for the project. There was no further discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

E. Accept the Low Quote for the Fall Tree Planting.

Mr. MacLean recommended the Board accept the low quote from Brancato Landscaping, Inc., for the 2017 Fall Tree Planting, in the amount of \$18,110.00.

Motion by Commissioner Foley, seconded by Commissioner Jones, to accept the low quote from Brancato Landscaping, Inc., Des Plaines, Illinois, for the 2017 Fall Tree Planting, in the amount of \$18,110.00. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

F. Accept the Low Quote for the Clearview Park Chain-Link fence.

Mr. MacLean recommended the Board accept the low quote from Action Fence Contractors, Inc., Mundelein, Illinois, for the installation of a chain-link fence at Clearview Park, in the amount of \$14,850.00.

Motion by Commissioner Foley, seconded by Commissioner Jones, to accept the low quote from Action Fence Contractors, Inc., Mundelein, Illinois, for the installation of a chain-link fence at Clearview Park, in the amount of \$14,850.00. President Bridges asked Mr. MacLean if the residents in the Clearview Park area were satisfied with the installation of a chain-link fence. Mr. MacLean stated after meeting and discussing the fencing options with the residents; the feedback was that they would be satisfied with the installation of a chain-link fence. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Kilkelly

Motion carried.

G. Approval of Executive Assistant Merit Increase.

Director Lerner recommends the Board approve a merit increase for the Executive Assistant in the amount of 3.5%. Motion by Commissioner Sarocka, seconded by President Bridges, to approve a merit increase for the Executive Assistant in the amount of 3.5%. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Foley, Jones, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Kilkelly

Motion carried.

H. Update on the Belvidere Park Project.

Mr. Doug Holzrichter of Williams Architects presented an update on the different design configurations for the Belvidere Park Project. Mr. Holzrichter stated he anticipates the completion of the Schematic Design Phase by the end of October, and then moving to Design Development, and having that completed sometime in December. Andrew Caputo presented a PowerPoint of the current Schematic Design. The Commissioners provided feedback on their design proposals for the Design Development Phase. Those discussions and comments included increasing the number of shelters, enlarging the bathhouse, converting the concession stand so patrons would have access from both the poolside and park area, to increase the number of water fountains for the public use. Director Lerner stated he would continue to meet with the Architects and the Owners Rep to incorporate the Commissioners ideas into the Design Development Phase.

VIII. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Foley stated the IAPD/IPRA Conference was excellent and she had a good time networking with fellow Commissioners from across the country. She presented brochures to the Commissioners on one of the exhibits she visited regarding ice hockey. She stated she would recommend the District look into developing an indoor or outdoor synthetic ice rink. Commissioner Jones said he found the conference programs were well planned and that the educational programming was excellent. Commissioner Sarocka said the camaraderie and networking were excellent and it gave him some great ideas to contribute to making the District a better place to live and play. He further stated he had visited the Fieldhouse and found the new LED lights to be a wonderful addition and he believes they will save the District a significant amount of money. President Bridges said he also found the conference presentations and peer exchange to be informative. He said the presentation he found to be most rewarding and on target, was the program on Disaster Preparedness for ADA. He said the instructions and training on what to do when there is an actual emergency on how to assist those with special needs, what ratio of staff and patrons you must maintain to make sure everyone can be safely moved in an emergency, was priceless.

IX. MOTION TO MOVE TO CLOSED SESSION

No Closed Session.

X. ADJOURNMENT

There being no further business, Commissioner Sarocka moved, seconded by Commissioner Foley to adjourn the meeting at 5:45 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary