

**Minutes of the Waukegan Park District
Meeting of the Board of Commissioners
October 7, 2008**

The Board of Commissioners of the Waukegan Park District met in a regular meeting on October 7, 2008 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 3:45 p.m. by President Wayne Motley.

II. Roll Call

Present: Commissioners Durkin, Duffy, Sarocka, Foley, Motley. Also present was Executive Director Greg Petry and Board Attorney Charles Smith,

III. Public Portion

President Motley acknowledged representatives from Legat Architects, Inc. who made a short presentation to the Board and passed out material concerning their firm. The representatives stressed that Legat Architects has a long history in Waukegan and advised that they are now a national and international firm and would appreciate the opportunity to be considered for any future work with the Waukegan Park District. The Commissioners thanked the representatives for their presentation.

IV. Consent Items

- A. Minutes
September 9, 2008 (Board of Commissioners)
- B. Bills
- C. Payroll
- D. Financial Statements

Motion by Commissioner Duffy, seconded by Commissioner Durkin, to approve the Consent Items and to pay the bills as presented. Roll call to the motion: Ayes: Duffy, Durkin, Sarocka, Foley, Motley. Nays: None. Motion carried unanimously.

V. Progress Reports

A. Executive Director
Mr. Petry presented a written progress report and under Land/Cash donations, the City of Waukegan has approved a concept for the River Trail development that would include a 7-8 acre parcel for a park in the area of River Road and Route 120. Mr. Petry further stated that there is very little development activity due to the downturn of the economy.

Sports Complex – Mr. Petry advised that he had met with Jerry Aulisio to review the proposals for contracts with architects and engineers and other professional associations for the sports complex. He further advised that Board Attorney Charles Smith and Special Counsel Charlene Holtz will be reviewing all contracts and they will be presented to the Board for approval. Mr. Petry stated that he has been in contact with Dave Phillips concerning the financing for the new sports complex and advised that

Dave has stated that there is an important bond offering going on in Chicago on a major municipal bond project and that will hopefully set the tone and demonstrate that municipal bonds are a good alternative in a very uncertain economic times.

Mr. Petry advised that Tom Daggett, special environmental counsel to the Park District, is working to respond to all the comments and concerns expressed by the Village of Wadsworth concerning the methodology used by the Park District in testing for soil contaminates at the sports complex. Mr. Petry stated that the three foot samples the Park District took are an appropriate methodology for testing and that it is acceptable protocol. The three foot samples were composited. The reason for the use of this method is because it reflects how the entire site will be scraped and stockpiled as a composite.

Mr. Petry explained to the Board that he has been reaching out to the community to tell as many citizens as he can reach the plans for the sports complex and that it will not be increasing the tax burden on the taxpayers of Waukegan. Mr. Petry advised that he had made a presentation to the Waukegan City Council the preceding night and that he had also made a presentation to the Waukegan Rotary. Mr. Petry advised that the presentations were well received by the City Council and the Rotary and that there was positive feedback and that most people were pleased to hear that the development of the sports complex will not result in an increase of taxes.

The Commissioners asked for Mr. Petry to write down information concerning how the Park District taxes have not increased over the years so the Commissioners could explain this to citizens when queried.

B. Attorney

Mr. Smith reported that he has recently been made aware of a new federal statute that could cause identity theft prevention being installed at the Park District since it is a collector of bills. Mr. Smith stated that he will obtain further information and present it to the Board.

C. IAPD/Legislation Update

President Motley reported that there is no update at this time.

D. Division Reports.

D1. Superintendent of Finance & Administration. Steve Warneke presented his written report and handed out to the Board the five month year-to-date golf results. He further advised that there are two leagues that did not transfer from Orchard Hills to Bonnie Brook this past year who are now seeking to move to Bonnie Brook for 2009. Commissioner Durkin stressed that he did not want to see any transfer of leagues disrupting times already assigned to people who have been loyal to Bonnie Brook. Commissioner Sarocka at the expense of those leagues with established playing times. Mr. Warneke advised that he believed that everyone could be accommodated without disrupting those established leagues at Bonnie Brook.

D2. Cultural Arts. Claudia Freeman presented her written report and orally advised that there is a concert on Sunday, October 12 at 4:00 p.m. and that on November 1 the Chorus is performing. Ms. Freeman also advised that Concert Call is hosting a fundraiser on November 2 at Bonnie Brook entitled "Breakfast for a Song".

The current running of "Mouse Trap" by the theater group was a great success and she is hopeful that the spring production will do as well.

D3. Parks. Michael Trigg presented his written report and handed out a picture portfolio prepared by Hitchcock Design Group of the improvements made at Bowen Park.

D4. Recreation. Alicia Mentell presented her written report and advised the Board that there is a recreation advisory committee meeting on October 9 and Saturday, October 11, is Child Safety Day. She also advised that the Polar Bear Plunge golf outing had raised approximately \$1,800.

The 2008 American Independence Parade report was reviewed and sponsorship was noted to be at an all-time high.

A written report was also presented concerning the 2008 Youth Triathlon event.

VI. Review, Discuss, Decide

A. Authorization to Accept Bids/Quotes Parks Division

- Larsen Park Playground Equipment. **Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the low quote of Nu Toys Leisure Products, in the amount of \$18,255 for play equipment at Larsen Park Roll call to the motion: Ayes: Durkin, Duffy, Sarocka, Foley, Motley. Nays: None. Motion carried unanimously.**

B. Interfund Transfers. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to approve the interfund transfers as follows:**

| <u>Fund</u> | <u>From</u> | <u>To</u> |
|--|-------------|-----------|
| Memorial/Endowment (M42) Recreation | 768.00 | 768.00 |

Purpose: Camp Scholarships

| <u>Fund</u> | <u>From</u> | <u>To</u> |
|----------------------------------|-------------|-----------|
| Memorial/Endowment Recreation | 17,519.00 | 17,519.00 |

Purpose: American Independence Parade and Festival

Roll call to the motion: Ayes: Durkin, Duffy, Sarocka, Foley, Motley. Nays: None. Motion carried unanimously.

C. Draft Letter of Intent – Robert Morris College. The Board reviewed a draft letter to Michael Viollt, President of Robert Morris College, concerning the preliminary terms for an agreement between the Park District and Robert Morris College for the non-exclusive use of facilities.

D. Revised Conceptual Plan for Outdoor Sports Complex – The revised Conceptual Master Plan for the sports complex was reviewed.

E. Affiliate Agreement for Undergraduate Internships in the Interdepartmental Studies Program at the University of Iowa – **Motion by Commissioner Foley, seconded by Commissioner Durkin, to approve Internship Agreement between the University of Iowa and the Waukegan Park District.**

Board Attorney Charles Smith noted that the agreement required any litigation that arose out of this agreement to be conducted in Iowa. While this was not a preference, it was noted that there is very little likelihood of litigation arising out of this agreement. **Roll call to the Motion: Ayes: Durkin, Duffy, Sarocka, Foley, Motley. Nays: None. Motion carried unanimously.**

F. Fiscal Year 2007-08 Audit – The Board reviewed Knutte & Associates' audit report with Steve Warneke. **Motion by Commissioner Foley, seconded by Commissioner Durkin, to approve the audit report and to direct the staff to file the report as required by state statute. Roll call to the Motion: Ayes: Durkin, Duffy, Sarocka, Foley, Motley. Nays: None. Motion carried unanimously.**

G. 2009 Board of Commissioners Meeting Schedule – The Board reviewed the proposed 2009 meeting schedule and were asked to advise Sally Sandine if there were any conflicts with the dates suggested.

H. Architectural, Engineering, Landscape Architect and Construction Management Services for the Development and Construction of the Outdoor Community Sports Complex – The agreements with the Park District's consultants for the sports complex were deferred to a special meeting to be called for later in October.

I. Wetland Credit Purchase Agreement – Mr. Petry reviewed with the Board the potential need for the Park District to acquire wetlands, depending on the final design of the sports complex. Mr. Petry explained that it might be necessary to purchase wetland mitigation acreage credits and he has made contact with one agency that does have some credits available. The Board discussed whether it was necessary to purchase the wetland mitigation credits or if there were not quality wetlands that the Park District could purchase and own if mitigation is required. The Board did not want to commit any contract until further information is available. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to authorize the Executive Director to expend an amount not to exceed \$19,427 as a deposit for wetlands credits for the sports complex, should that become necessary. Roll call to the Motion: Ayes: Durkin, Duffy, Foley, Motley. Nays: Sarocka. Motion carried 4-1.**

J. PHN Review of Bonnie Brook Clubhouse Floor Plan – Doug Holzrichter of PHN Architects made a presentation of the Bonnie Brook clubhouse floor plan. His goal is to complete the design phase by October 17, 2008; to develop construction documents by November 21, 2008; bid letting on November 25, 2008; and bid openings on December 19, 2008. He further stated that he intended to have the elevator bids out by November 3, 2008, to be opened by November 10, 2008. It is further the goal to commence construction on January 5, 2009, to be completed by May 1, 2009, with a grand opening on May 15, 2009.

The plan calls for two large banquet rooms with partition panels that could, for large crowds, open up to one large room. Mr. Holzrichter also noted that mechanical systems in the clubhouse would need to be reengineered.

Commissioner Duffy expressed reservations and concerns about the design and fire safety. Mr. Holzrichter said that he would verify all the codes to ensure that the final design was compliant with Waukegan Building Codes and Fire Ordinances.

Commissioner Foley expressed her concerns about the size of the bathrooms and ADA issues. She also stated her preference for a ramp in the building, which the architect and the Commissioners stated was a good idea.

Commissioner Durkin raised concerns about smaller groups not having easy access to the bar facilities.

Mr. Holzrichter is to take all of the comments and submit a final plan for approval by the Board at a special meeting later in October, 2008.

VIII. Questions from Commissioners

Commissioner Durkin expressed a concern with the crisis in the national economy about the Park District expending as much as \$30 million for the new sports complex. He urged caution in expenditures in these difficult times and the recent significant losses in equities.

Commissioner Foley again raised her concerns about the facilities and handicapped accessibility within the new Bonnie Brook clubhouse facility.

Commissioner Sarocka echoed the concerns of Commissioner Durkin concerning the cost of the sports complex in light of the economy.

Commissioner Duffy had no additional comments other than those he made during the meeting.

President Motley stated that he understood the concerns about the costs of the sports complex, but pointed out that the cost now will certainly be less than it would be if the facility was built ten years ago when the property was initially purchased.

Mr. Petry advised the Board that Lake County Hispanic Chamber of Commerce is holding an event on October 23, 2008 and that tables have been purchased by the Park District if any Commissioner wished to attend.

IX. Adjournment

Motion by Commissioner Foley, seconded by Commissioner Duffy, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Charles W. Smith
Secretary