

**MINUTES OF THE SPECIAL BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT**  
Administration Center  
2000 Belvidere Road  
Waukegan, Illinois  
February 28, 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 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, Executive Assistant Sally Sandine, Community Relations Manager Teddy Anderson, and  
Board Attorney George Bridges.

**III. PUBLIC PORTION**

None

**IV. ACKNOWLEDGEMENTS & PRESENTATIONS**

None

**V. REVIEW / DISCUSS / DECIDE**

**A. GolfVisions Budget**

Mr. Glogovsky presented GolfVisions FY 2017-18 budgets for Bonnie Brook and Greenshire. He stated the budget reflected a \$75,000 loss versus last year's loss of \$86,000. Dirk Skelley and John LaFoone of GolfVisions then discussed the on-going operations and improvements in the golf operations. Mr. LaFoone stated they continue to grow the golf operation by increasing the number of rounds of golf by more than 700, and the food and beverage by more than \$32,000. He further stated they have decreased payroll by more than \$5,000.

Commissioner Kilkelly asked Mr. LaFoone what initiatives were being undertaken to grow the game

of golf, and involve more of our youth in the game. Mr. LaFoone stated the First Tee is growing more than ever. When they started the program they had approximately 100 participants and that last year it grew to more than 120 participants. He further stated the high school has been very involved in utilizing the golf courses by having weekly camps. Commissioner Sarocka mentioned the new season pass for those under 35.

#### B. Lauterbach & Amen Golf Operation Profit/Lost Analysis

Mr. Glogovsky advised the Board when he and Mr. Petry first met with representatives of Lauterbach & Amen (Lauterbach) they asked them to perform an independent financial analysis of the golf operation and to compare their findings to the previous in house management. He then introduced Jamie Wilkey and Shawn Hickey, of Lauterbach. Mr. Hickey reviewed with the Board a spreadsheet he had prepared of the District's golf operation profit and loss analysis. President Bridges stated it has often been quoted that the District's golf management operating expense is only \$4,200; when in fact, it is more like \$250,000 per year. Ms. Wilkey responded that he was correct, that it is approximately \$250,000 per year. Commissioner Kilkelly stated she was very impressed with the analysis and facts indicating GolfVisions management has provided a tremendous savings to the District. Mr. Glogovsky stated the numbers show that if you look at the golf operation over a ten (10) year period the potential savings to the District could be over \$2.5 million.

Commissioner Sarocka asked if they could explain why the amount of savings has been increasing over the last three years. Ms. Wilkey stated it could be partially explained due to the decrease in health insurance premiums and pension contributions.

#### C. Debt Financing Update and Options

David Phillips from Speer Financial discussed his analysis of the Board's bonding capabilities for Capital Projects. He presented a spreadsheet of the District's bond constraints in an effort to quantify the impact of any tax freezes on capital funding. Mr. Phillips stated with a three (3) year extension freeze the District would have at their disposal \$5,433,000 in Debt Capital Service available, plus \$1 million in the Debt Service Fund balance and \$4 million dollars in Capital Fund balance, giving the District a total of \$10,433,844. He then compared that to a permanent extension freeze and advised that the total amount available would be \$8,744,224. President Bridges asked if the numbers presented reflected the worst-case scenario of a property tax extension freeze. Mr. Phillips responded, yes. Mr. Petry stated that the two (2) scenarios were based upon semi known variables where the Governor has indicated he wants either a two (2) year tax freeze or a permanent one.

#### D. Budget Workshop #2

##### 1. Updated Significant Service Level Changes.

The Board reviewed with each Department their updates on the proposed Service Level Changes.

Cultural Arts – Ms. Freeman stated she had added the Makerspace program that would have a budget impact of approximately \$9,100.

Administration – Ms. Anderson reviewed her budget proposals and requested an additional \$11,712 for

the new advertising strategy. She also stated she had revised the budget impact regarding the Community Needs Assessment survey to \$20,000 since she now has some additional data to support the additional amount. President Bridges asked if some of that amount would be absorbed by the ESRI. She stated they would not since they are different processes and they gather different information. Commissioner Kilkelly asked when was the last time the District had conducted a needs assessment. Ms. Anderson stated that she believed it was approximately seven years ago.

Mr. Glogovsky stated they were increasing the corporate attorney's monthly retainer due to increased legal assistance and that the budget impact would be \$30,000. He further stated they would be increasing the part-time and seasonal wage budgets to address the pending minimum wage legislation and local wage pressures that the budget impact would be approximately \$22,500.

Parks - Mr. Trigg stated they would increase the Summer Youth Employment Program from thirteen (13) to twenty-six (26) youth and from two (2) to four (4) program leaders. He stated the budget impact would be approximately \$38,000. Commissioner Kilkelly asked how long was the Summer Youth Program. Mr. Trigg stated it was six (6) weeks. Mr. Trigg stated they would utilize the Morton Arboretum grant funds towards the Centennial 100 tree planting.

Recreation – Mr. Lerner stated they have increased the budgeted amount for the Fieldhouse Children Center to cover the additional hours. He stated the impact would be \$10,173, and stated they had conducted the survey as requested and would be adjusting the hours accordingly.

## 2. Three (3) Year Capital Improvement Program (CIP)

Administration - Mr. Glogovsky stated under CIP the largest issue that needs to be addressed was the possible replacement of the District's phone system. He stated the current system was outdated and no longer supported by the manufacturer. He estimated that the budget impact would be approximately \$80,000.

Cultural Arts - Ms. Freeman highlighted several CIP issues she has proposed for this fiscal year that being, the Haines Museums window trim replacement and the JBC building improvements. She stated another important item that should be addressed is the Lilac Cottage furniture and interior painting.

Golf Operations - Mr. Glogovsky stated that the most notable improvement needed under golf operations is replacing the flooring and painting in the banquet room and hallway.

Parks - Mr. Trigg stated one of their biggest projects is the LED retrofitting at the Fieldhouse. He stated the other important issues that must be addressed are the Parks restroom improvements, vehicle replacements, and the Northside Bonnie Brook Clubhouse roof replacement.

Recreation - Mr. Lerner stated the big CIP issue for the Fieldhouse is the replacement of the fourteen (14) treadmills. He stated the units are more than eleven (11) years old and have reached the end of their life span, and are constantly in need of repair. He also stated at some point they are going to have to replace most of the cardio equipment at the Fieldhouse as well.

## 3. Long Range Financial Plan

Mr. Glogovsky presented the Long Range Capital Development and Financial Plan. He stated it was a

five (5) year outlook of some of the major Capital projects to assist the Board in determining the financial feasibility of the various projects and their priority.

**E. IMRF Early Retirement Incentive Discussion**

Mr. Glogovsky presented IMRF's Early Retirement Incentive (ERI) Program. He advised the Board of the eligibility requirements and the estimated cost of \$1,742,401 if all 12 eligible staff applied if the ERI program is adopted. Mr. Petry stated the ERI is good for the organization financially and it would benefit the long-term employees. President Bridges stated he was in favor of the ERI program and asked that the matter be placed on the next regular Board's Agenda, to enable a vote on the Resolution.

**VI. COMMISSIONERS QUESTIONS & COMMENTS**

Commissioner Sarocka then read from a prepared statement wherein he again voiced his displeasure with the executive director. He stated essentially that after being on the Board of Commissioners for more than 10 years he has received nothing but harassment.

Commissioner Kilkelly asked the status of the harassment investigation. Attorney Bridges advised her he had met with one of the parties involved and would be speaking with the other party within the next few days. The report would be prepared for the next regular meeting.

Commissioner Kilkelly then made a motion to have a letter sent to the Attorney General's Office regarding the Commissioners 1099. President Bridges asked the attorney if such a motion could be made, and voted on. Attorney Bridges advised him it could not, since it was not on the Agenda. Commissioner Kilkelly then asked that the matter be placed on the next regularly scheduled board meeting.

Mr. Petry stated he spoke with Gurnee Mayor Kristina Kovarik who inquired if the District would be interested in assisting the Gurnee Park District's efforts to retain "Rink Side" Ice Rink Arena, located in the Gurnee Mall. He stated, he did put her in contact with Alan Ludwig and Richard Stein to see what interest or assistance they would be willing to provide to the Gurnee Park District.

Mr. Petry asked if there was any interest in scheduling a Special Meeting to address the Belvidere Aquatic Center. He stated it wouldn't enable them to narrow down the design options presented by the architects. President Bridges suggested that Mr. Petry send out an email to schedule the Special Meeting.

Mr. Petry advised the Board he had hired Scott McLean as the new Superintendent of Parks. He also stated they had their first collective bargain unit meeting, and that the Union stated they will be presenting fifteen (15) items they wanted to address in the new contract at the next meeting.

**VII. CLOSED SESSION**

**A. Discuss Executive Director's Contract.**

Commissioner Jones left the meeting at 5:38 p.m.

Commissioner Kilkelly stated that this matter has been so uncomfortable, that is, not knowing what is going on with the Executive Director's contract. She stated it is unfair to Mr. Petry, because he too is uninformed. She said it stems from the last-minute motion that we came up with in January that was obviously improper. She further stated that it is terrible to put someone on a roller coaster, of not knowing what is going on. President Bridges responded he did not know what was meant by the characterization of it being improper in light of the fact she was one of the members who voted in favor of the motion.

Commissioner Foley stated she never understood why certain members of the Board wanted to review the Executive Director's contract. She stated she never believed it was necessary or warranted.

President Bridges stated that at this point the only matter that has been addressed regarding the Executive Director's contract was the removal of the automatic renewal.

Commissioner Foley asked Mr. Petry if he would sign the current contract. Mr. Petry stated the Board had already violated the Open Meetings Act (Act) when you left the Executive Session and then voted on the matter that was not recited on the regular body of the Agenda. Mr. Petry suggested that the Board rectify the problem by taking action to rescind the letter concerning the automatic renewal and in doing so, it would extend his contract to the year 2020. Attorney Bridges then presented to the Board several previous Agendas and Meetings where the Board had taken similar action of exiting a Closed Session and returning to Open Session and taking action on the matter discussed in the Closed Session. Attorney Bridges stated the matter was on the Agenda, that there was a proper recital of the matter prior to the vote, and that in his opinion the Board's actions did not violate the Act. Attorney Bridges further advised the Board because of their action of rescinding the automatic renewal provision of Mr. Petry's contract, his contract will now expire in January 2019.

### **VIII. ADJOURNMENT**

There being no further business, President Bridges moved, seconded by Commissioner Sarocka to adjourn the meeting at 6:15 p.m. The motion carried by unanimous vote.

Respectfully submitted,

George Bridges  
Secretary