

**Minutes of the Waukegan Park District
Committee Meeting of the Whole
January 27, 2015**

The Committee of the Whole of the Waukegan Park District met in a regular meeting on January 27, 2015 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order at 4:30 p.m. by President Duffy who directed a call of the roll.

II. Roll Call

Present: Commissioners Kilkelly, Foley, Sarocka, and President Duffy.
Absent: Commissioner Bridges was required to be on duty at the Waukegan Fire Department. **Motion by Commissioner Sarocka, seconded by Foley, to allow Commissioner Bridges to participate remotely due to his unavailability to be present. Motion carried unanimously.** Commissioner Bridges thereafter participated on speaker phone. Also present was Executive Director Greg Petry, Board Attorney/Secretary Charles Smith, Barbara Heller of Heller and Heller Consulting.

III. Topics

A. Strategic Plan Presentation. Barbara Heller made a presentation reviewing the entire strategic plan process, including information gathering, drafting the strategic plan and review by staff and commissioners. The commissioners requested that Ms. Heller have the final draft ready for presentation at the Board's February 10 meeting.

B. FY 2015-16 Budget Workshop #1.

- Review Mission, Vision and Values Statements. Jim Glogovsky reviewed with the commissioners the review of the budget process, including a review of the Mission, Vision and Value Statements.

- Review District Long Range & Short Term Strategic Plan Goals. Mr. Glogovsky reported that there is a 6% decline in EAV, but he noted improvements in this area and believes that the EAV has stabilized. Based upon his conversation with several officials, the EAV is expected to begin a gradual upward trend.

A drawdown of funds was reviewed, as well as the bond funds. The 2015-16 organizational priorities were received. The budget planning process was reviewed and there were no changes to Phases 1 through 9. The budget schedule that runs from November to June was reviewed. Mr. Glogovsky also noted that there is a 1.5% CPI adjustment.

Greg Petry and Mr. Glogovsky discussed the .5% market adjustment pool available for employees based upon recommendations of their department heads. The budget plans to provide for a salary of \$10 per hour for part time employees based upon anticipated governmental actions to increase the minimum wage. Mr. Glogovsky thought that it was prudent that the board budget for this, although it is hoped that the high minimum wage will not be required.

IMRF is budgeted at 10.72% this year at a decrease of .12%. The decrease was a result of the Park District having paid off its debt to IMRF in November 2014.

Creation of a foundation may affect a transfer from Endowment/Memorial funds. The Park District has worked with concerned citizens for the creation of a foundation to benefit those matters which may not be in the budget.

Commissioner Foley asked for the time of the next foundation meeting and was advised that it would be on January 29, 2015 at 5:30 p.m. at the administrative office.

- Significant Service Level Changes. Service level changes were reviewed by the department heads and each of them advised the Board of their requested changes.

Claudia Freeman made a presentation for Cultural Arts.

Teddy Anderson made a presentation for Community Relations and noted a need to redesign of the website.

Jim Glogovsky made a presentation for Finance and explained that he was trying to absorb the police protection increase in the various areas of the budget.

Greg Petry made mention of a G-7 waiver that is being reviewed as a way to reduce labor costs with police officers. Currently, any officer, including command officers, can sign up for overtime duty on a first-come first-serve basis. The command officers have a much higher salary, and when they are paid time and a half, that ends up costing a considerable amount of money. The City of Waukegan is exploring a way to work with the union to make the cost for such details the same regardless of rank.

Mike Trigg made the presentation for the Parks. He advised that he was seeking to include in the budget an additional park planner.

Jay Lerner made the presentation for Recreation. He is requesting an increased budget to cover repairs at the Field House and to add a Rec Specialist because of the increased membership at the Field House, which now exceeds 3,000.

- Review 2014-15 Capital Improvement Program (CIP). Jim Glogovsky reviewed the status of the current CIP.

Mr. Petry advised the board that the Governor has placed a hold on signing contracts for grants awarded until the program is reviewed and its impact on the state budget be determined. This includes the OSLAD and PARC grants. The district has not received its signed contract for the pool PARC grant. All the required submittals and fees have been paid. The fee check has been cashed by the state. Greg has spoken with Peter Murphy and Jason Anselment of IAPD, David Sellman, Grant Administrator of IDNR and several Legislators. The consensus is that the new Governor is doing his due diligence on spending. The PARC grant funds are from bonds and the money is available. There is a risk to proceed without a signed contract, however all indications are that the program will continue. Contracts could be returned between March or at the latest, July. If this issue is not resolved by the time bids are released in August, then the district may have to reconsider its next steps. Until that time, planning should continue.

Commissioner Sarocka inquired about the final punch list for the Bonnie Brook bathroom renovation.

Mr. Trigg advised that they are working on the final punch list items but the bathrooms are open.

President Duffy asked about any comments about the bathroom.

Mr. Glogovsky stated that every comment received to date has been very positive and strongly feels that a couple looking for a wedding reception were very inclined towards the facility because of the renovations, although no commitment has been made.

IV. Commissioner Comments

Commissioner Kilkelly stated that the IAPD conference was very good. She congratulated Mr. Lerner on the Field House membership exceeding 3,000.

Commissioner Foley stated that she was happy to hear that Mr. Glogovsky was feeling better.

Commissioner Sarocka suggested that the Board take the time to inspect the new bathroom at Bonnie Brook. He also noted with sadness the passing of Ann Hughes who had been so active in Cultural Arts and particularly the chorus and symphony.

Commissioner Bridges had no comment.

President Duffy had no comment.

Mr. Petry reminded everyone about the employee party on January 30 at Bonnie Brook.

IV. Closed Session

There was no motion to adjourn into closed session.

V. Adjournment.

Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to adjourn. Motion carried unanimously. Meeting adjourned at 6:00 p.m.

Attendance recorded per policy. All commissioners were present.

Respectfully submitted,

Charles W. Smith
Board Secretary