

Minutes of the Waukegan Park District
Committee of the Whole
January 24, 2011

The Committee of the Whole of the Waukegan Park District met in a regular meeting on January 4, 2011 at the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The meeting was called to order by President Motley at 3:50 p.m. who directed a call of the roll.

II. Roll Call

Present: Commissioners Duffy, Foley, Sarocka, President Motley. Absent: None. Also present were Executive Director Greg Petry and Board Attorney Charles Smith.

III. Topics

A. FY2010-11 Budget Workshop

Mr. Petry opened the Budget Workshop giving an overview of the budget process and advising the Board that the purpose of the first meeting was to look over policies and goals of the Park District and to see how the budget for the new fiscal year would fit into those goals.

- **Review Mission Statement and Vision/Review District Strategic Plan Long Term Goals.** Mr. Petry reviewed the Mission Statement and Vision and also the FY 2010/11 goals.

- **Short Term Goals** for FY 2011/12 budget will be discussed at the second budget workshop.

Jim Glogovsky reviewed the budget and advised that on the revenue side it is likely that due to the decrease in assessed valuations that there will be a 1% state multiplier applied to real estate tax bills for the coming year. This multiplier will somewhat alleviate the effect of the declining EAVs on revenues.

The commissioners then reviewed Mr. Glogovsky's January 13, 2011 memo regarding FY 2011/12 budget messages. Changes were noted.

- **Capital Improvement Plan** and the five year capital improvement plan. Mr. Glogovsky estimated that in a worst case scenario, there will be a 14% decline in equalized assessment valuation for the properties located within the Park District.

Expenditures were reviewed by the commissioners and no major capital projects are being considered for the upcoming budget.

B. ArtSpace Donation. The commissioners reviewed the request from ArtSpace, dated January 17, 2011, addressed to Mr. Petry, for a one-time donation in the amount of \$7,500. The commissioners directed Mr. Glogovsky to tentatively include this matter within the proposed budget.

C. Salaries and Wages. The commissioners reviewed and discussed the economic impact of an increase in employees' salaries. Mr. Glogovsky advised that a 1% increase to the employees would represent a potential outlay of \$30,000; a 2% increase would be \$61,000; and a 3% increase would be \$92,000 on the overall budget. Mr. Glogovsky and Mr. Petry pointed out that the employees received no raises in the current fiscal year and there is a concern about the effect on morale if the employees were asked to go a second year with no increase.

Commissioner Duffy expressed his opinion that it is necessary to increase wages in order to retain competent people.

Commissioner Sarocka expressed his concern about the public perception of raising salaries when the City of Waukegan is laying off employees. He considered this to be a bad time to discuss an increase.

Commissioner Foley expressed her support for an increase to award the efforts of the employees in the area of 1.5% to 2%. She stated that she does not want to lose public employees to the private sector.

Consensus of the board was to tentatively budget 2%.

President Motley expressed his opinion that while the timing is not good, he believes that the employees deserve a raise and also wanted to discuss market adjustments for certain employees. The commissioners discussed the issue of service level changes with each department head.

D. Cultural Arts. Claudia Freeman reviewed the Cultural Arts program and asked for the addition of a Veterans Day event. She also requested a part-time employee for the Cultural Arts department.

E. Finance. Mr. Glogovsky reviewed the transfers between the Corporate Fund and Debt Service Fund; proposals for increase in green fees as previously discussed with the commissioners; implementing a Refer a Friend and Save program; implement a Friends of the Military program; and hire a temporary part-time administrative assistant for Human Resources.

F. Parks and Golf Maintenance. Mr. Trigg requested the addition of one seasonal position for the SportsPark maintenance; an increase in funding for fertilizer, ground chemicals, grass seed and paint for the SportsPark; a co-mingled product recycling program at Bonnie Brook golf course and the SportsPark; and that provisions be made for an update of the ordinances regarding the use of parks and property owned by the Park District.

G. Recreation. Ms. Mentell suggested extending the free walking times at the Field House from 9:00 a.m. to 3:30 p.m. Monday through Friday. Ms. Mentell also discussed the prime insurance program for fitness to members as a way of increasing membership. Many residents have a prime insurance that would allow them reimbursement for their fitness center membership. Ms. Mentell suggested increasing the B.A.S.E. from one to three sites by adding the Jane Addams Center and Bevier Center. Finally, she suggested the elimination of a rec specialist for fitness and aquatics position and reinstate a seasonal aquatics program manager position.

H. Long Range Capital Development. The commissioners discussed the long range capital development and phase II of the SportsPark. The commissioners were updated on capital improvement expenditures as of December 30, 2010.

IV. Closed Session

Motion by Commissioner Foley, seconded by Commissioner Sarocka, at 5:25 p.m., to recess into closed session to discuss litigation pursuant to 5 ILCS 120/2(c)(11) and 5 ILCS 120/2(c)(1) personnel. **Roll call to the motion: Ayes: Duffy, Foley, Sarocka, Motley. Nays: None. Absent: None Motion carried unanimously.**

V. Adjournment

Following closed session, motion by Commissioner Foley, seconded by Commissioner Duffy, to adjourn. Motion carried. Meeting adjourned at 5:45 p.m.

Respectfully submitted,

Charles W. Smith
Secretary