

**Minutes of the Waukegan Park District  
Committee of the Whole  
January 22, 2013**

The Committee of the Whole of the Waukegan Park District met in a regular meeting on January 22, 2013 at the Rose Administrative Center, 2000 Belvidere, Waukegan IL.

**I. Call to Order**

The meeting was called to order by President Sarocka at 4:00 p.m. who directed a call of the roll.

**II. Roll Call**

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

**III. Topics**

Better Serving the Citizens of Waukegan Park District. Our consultant, Ellen O'Sullivan, presented Economic and Social Research Institute (ESRI) data and gave a summation of a day long presentation scheduled for January 23, 2013 at the Belvidere Rec Center. The commissioners and those in attendance were invited to attend the all day seminar if possible.

Ms. O'Sullivan reviewed the census and the ESRI data that had been gathered about the Waukegan community in order to provide information that could be useful in planning activity programs and facilities for the Park District. She reviewed the data that makes Waukegan unique and reviewed the Tapestry Program in various segments and modes. She described Waukegan as the picture of the new America, particularly with its large Hispanic population. The commissioners appreciated the data provided by Ms. O'Sullivan and her reference to a website where more information was available.

Budget Workshop #1. Mr. Petry commenced the budget workshop by reviewing the Mission Statement as revised, the Vision Statement, and the Strategic Plan.

Commissioner Duffy in reviewing the materials raised a question about alcohol sales, stating that he thought that the commissioners had decided against alcohol sales at the SportsPark. Mr. Petry explained that nothing has changed since the commissioners gave that direction and that alcohol sales would only be considered on a case-by-case basis.

Review District Long Range Strategic Plan & Short Term Goals. The FY 2012/13 goals were provided to the commissioners and reviewed.

Mr. Glogovsky reviewed the budget process and started by going over the budget message, which has seven sections, four of which would be reviewed during the meeting. Mr. Glogovsky pointed out that a budget is a financial plan for the coming year. He further advised that the budget is using 3% for property tax extension limitation law (PTELL) or tax cap. This is opposed to the 5% figure that was used for the last fiscal year.

President Sarocka questioned where golf revenue will show in light of the change from the Park District maintaining the golf courses to the hiring of the outside consultant. Mr. Glogovsky advised that he is in the process of creating accounts that will reflect the revenue and costs associated with that change.

Monetary grants to be made by the Park District were reviewed, including Illinois Arts Council, Waukegan Main Street, and Youth Conservation Corps. The consensus of the committee was to maintain funding for these groups at the level provided in fiscal year 2012/13.

Merit Pool increases for employees is recommended by Mr. Glogovsky at 3% and the commissioners are satisfied with that amount.

IMRF Mr. Glogovsky advised that IMRF contributions will be 11.44% in the coming year, which is an increase of .57% over the previous year.

Administration. Teddy Anderson advised that she is recommending elimination of the Yellow Page ads, saving approximately \$7,800 as these ads are no longer cost effective. She is also recommending transfer of the Graphics and Parks Specialist position to Administration to report to her and to rename the position Graphics and Media Specialist. This position will then support her work in publicizing Park District events and designing the brochures.

Mr. Glogovsky stated that he is requesting \$30,000 for a comprehensive classification study by an outside consultant. Mr. Petry pointed out that this was last done in the mid-90's by Executive Service Corps.

Mr. Glogovsky also stated that Administration is recommending reducing the web support service account by \$5,000.

Finance and Administration. Mr. Glogovsky stated that the capital spending for fiscal year 2013/14 will increase, but that the details are still being worked on. One possibility is an outdoor garden and reception area at the Bonnie Brook Club House. This has been done by other park districts and has greatly enhanced banquets, receptions, and the like.

Commissioner Duffy stated that the Park District has spent over \$1M on renovations at the Club House and he would like to see the Park District move cautiously before expending more funds on the Clubhouse and ensure that there is revenue to offset the costs.

Mr. Glogovsky pointed out that the budget calls for a transfer of \$3M from corporate to capital spending.

Parks. Mr. Trigg reviewed the service level changes in the upcoming budget for parks stressing the green initiatives that the Park District has committed to. His budget also calls for increased funding for grounds maintenance and for the purchasing of compost and topdressing material for the SportsPark. There is further increased funding for grass seed, equipment repair and fertilizers at the SportsPark due to increased usage and material costs.

Field House Lighting Repair. Mr. Trigg's budget also includes a position for a Park Planner Specialist/Supervisor position. Budget impact with benefits would be in the area of \$85,000 with a salary of \$52,000-\$55,000. This is a new position for the commissioners to consider.

The planning portion of the budget includes development and budget for an indoor aquatics facility at Hinkston Park and an indoor/outdoor facility at Belvidere.

Commissioner Duffy raised questions concerning the aquatics plans for Hinkston and the effect on the park.

Mr. Petry then made a presentation concerning the aquatic issues and provided a handout for discussion purposes, including an analysis of potential leasing of space from the shuttered YMCA facility and the various options for aquatic facilities at both the Field House and Belvidere Park.

Cash and Bonding Capacity. Mr. Petry explained that these proposals were put forth in response to the public request for a lap pool warm water facility for instructions at Hinkston.

Mr. Glogovsky pointed out that funding the capital account is approximately \$11M plus \$5-7M in bonding capacity.

Mr. Trigg also discussed that there is potential funding available through grants for pool and aquatic facilities and this is high on the Department of Natural Resources' priorities. He cautioned that the grant application process is never a guarantee, but that is a significant amount of grant funding for aquatic facilities.

The decision was made to take a break at this time and allow each commissioner to present their point of view on the Service Level Changes.

Commissioner Duffy began, stating that he is against improvements (a pool) at the Field House. He felt that we already have the property at Belvidere Park and that we should give something to the residents of the south side.

Commissioner Foley then spoke, noting that she would like to see the Fitness Center completed by addition of an indoor pool. She further noted that she would support an outdoor pool at Belvidere Park.

Commissioner Kilkelly stated that she finds it "abhorrent" that there is no indoor pool in the community. She suggested leasing the YMCA pool. She further stated that she is not a fan of Hinkston as it is now, but would be a fan of a pool west of the Field House. She also suggested talking with Waukegan Township Commissioner Patricia Jones and flip property with her. She indicated that a year round pool is needed and there is a need to get more land, so she is for a pool at Hinkston if there is additional land mass. Continuing, she stated that there is not enough parking or room to have it at Hinkston now, saying "it's a great place to have it, just not the way it stands". She felt the plan for an outdoor pool at Belvidere is great, but no indoor and outdoor facilities.

Commissioner Duffy interjected that indoor and outdoor pools are married, they use the same piping, etc. He further stated that the letter in 2008 requires that we have to support every part of the community, including the 1st and 2nd wards.

President Sarocka spoke, noting that he likes the YMCA lease idea and feels that it is a great and viable option. He felt that using an underutilized building would be a positive in the public viewpoint. It was agreed that the legality of such a lease would need review prior to any agreement being put in place. Greg Petry assured the commissioners that environmental experts such as Tom Daggett and Tom Enno would look into the property should a lease be considered.

Continuing, President Sarocka stated that an indoor/outdoor facility would be wonderful, and he feels it cannot fit at Hinkston due to congestion and trees but would be a good fit for Belvidere. He informed the group that programming needs to be done prior to construction, which was information he learned at the Aquatics Conference in Seattle. He also said that at \$29 each, you have to sell a lot of memberships to support a pool. Staff noted that we would take advantage of available grants and/or sponsorships.

Executive Director Petry spoke at this time and began by noting that the purpose of the referendum was to build facilities that meet the needs of the community. He stated that the project would be done in phases, not all at once. He then discussed the current cash position, noting the pool discussion and planning process will continue, and a matrix of costs and options will be developed and reviewed.

Extensive discussion ensued as to what would be the best option for the community and how best to meet their needs. Mr. Petry indicated that options would be brought back to the commissioners to clarify their ideas. In addition, input will be gathered from Commissioner Motley who was not at the meeting.

Recreation. Ms. Mentell reviewed the service level changes in the upcoming budget for the recreation department and responded to questions.

Capital Improvement Plan. Mr. Petry explained the current list of Capital projects. He noted that these will continue to be updated throughout the budget process and will be brought to the meetings for review.

Commissioner Comments. Commissioner Duffy had no comment. Commissioner Foley had no comment. Commissioner Kilkelly thanked Mr. Petry for investing in the community, raising his family here and having goals. President Sarocka noted that he and his daughter spent time at the Field House on Monday and there appeared to be only one staff person working. He said the gym was full and there were people working out. He also noted that everyone he talked to loved using the facility.

Executive Director Comment. Mr. Petry discussed a recent incident that occurred at the Field House and stated that the individual involved was arrested and has been permanently expelled from the facility.

#### Adjournment

**Motion by Commissioner Kilkelly, seconded by Commissioner Duffy, to adjourn. Motion carried unanimously.** Meeting adjourned at 6:55 p.m.

Respectfully submitted,

Charles W. Smith  
Board Attorney/Secretary