

**Minutes of the Waukegan Park District  
Special Meeting of the Board of Commissioners  
March 22, 2016**

The Board of Commissioners of the Waukegan Park District met in a special meeting on March 22, 2016 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

**I. Call to Order**

The meeting was called to order at 5:00 p.m. by President Foley who directed a call of the roll.

**II. Roll Call**

Present: Commissioners Kilkelly, Sarocka, Bridges, Jones, and President Foley. Absent: None. Also present was Executive Director Greg Petry, Board attorney/secretary, Brian Smith, and Dave Phillips from Speer Financial.

**III. Review, Discuss, Decide**

A. Settlement of Tax Objections

Commissioner Sarocka stated that he wants to make sure there is language regarding the current fiscal year included in the settlement. **Motion by Commissioner Sarocka, seconded by Commissioner Jones, to accept Scott Nemanich's recommendation to accept the plaintiffs' settlement offer in the amount of \$15,000. Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion unanimously approved.**

B. Parks Department

- Spring 2016 Tree Removals at Yeoman and Roosevelt Parks

**Motion by Commissioner Sarocka, seconded by Commissioner Jones, to approve the low responsible bid of Perez Tree Service + Landscaping of Beach Park IL, in the amount of \$13,960 for tree removal at Yeoman and Roosevelt Park. Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion unanimously approved.**

C. Budget Workshop #3

- FY 2016-17 Budget Matrix

Mr. Glogovsky presented information on the third budget workshop. Additional funds have been transferred from the corporate account to the capital account in the amount of \$3.9 million for this FY to reduce the fund balance so as to

avoid future tax objection lawsuits. Approximately \$6 million has been spent out of the capital fund that has gone towards the pool and other capital costs such as Clearview Park. He also stated that after five years of EAV decline, he is projecting a 1.6% increase.

Commissioner Sarocka asked if the \$2.5 million that the State released as grant money caused the tax objection fund balance.

Mr. Glogovsky answered no as funds were deposited into the capital account and not the corporate account.

Commissioner Kilkelly inquired if the State was making money with grant money sitting in abeyance.

Mr. Glogovsky responded that with the interest rates so low, the State is not making much in interest.

- Three Year Capital Improvement Plan

Mr. Glogovsky advised that the roof has been taken off the three year CIP list.

President Foley asked if it was possible to use that extra money for opportunity projects.

Mr. Glogovsky advised that this will be discussed during the finance section of the workshop.

Mr. Petry stated that the acquisition budget being increased from \$50,000 to \$100,000 would help.

Commissioner Kilkelly asked if the Park District had to re-apply for the Clearview Park grant.

Mr. Trigg advised that the Park District did not have to re-apply for the grant money.

Mr. Petry asked if quarterly reports are required.

Mr. Trigg stated no since nothing has happened.

Mr. Glogovsky advised that over the next three years, several parks are slated for improvement.

Commissioner Kilkelly asked about the Boys' Club.

Mr. Trigg stated that an estimate will be done soon, but it looks good for 3-5 more years.

▪ Long Range Financial and Capital Development Plan Scenarios (Dave Phillips with Speer Financial)

Mr. Petry advised that the Park District is in a good financial position to do big projects, but many parks and facilities need major improvements. If the Park District can hold off for two years without Ganster Pool having any major problems, there will be resources for several projects relevant to scenarios.

Mr. Glogovsky presented four scenarios:

1. Keep the status quo for two years with a slight CIP increase;
2. A three year rollover bond to cover needed capital projects;
3. Same as 1, but then issue large long-term bond for Belvidere Park;
4. Same as 2, but also issue large long-term bond for Belvidere Park

Dave Phillips stated that this gives the board options to be as aggressive as they want to be in regard to long-term projects and a decision should be made by September or October 2016 to decide on a one-year or a three-year rollover plan. A hybrid plan is possible, but the board must be aware of the IRS rules regarding proceeds.

Commissioner Sarocka stated that this sounds like a good financial position and is excited about the prospects.

Commissioners Kilkelly and Jones stated that they would like to meet with Mr. Glogovsky to review this in more detail.

D. Board Meeting Schedule.

**Motion by Commissioner Sarocka to accept the meeting schedule with an amended start time of 4:00 p.m.**

Discussion on the motion:

Commissioner Kilkelly stated she is fine with a 5:00 p.m. start time, but it makes it hard for the public to make the meetings.

Commissioner Jones stated that the lack of public participation has swayed him to the 4:00 p.m. start time.

Commissioner Sarocka stated that important decisions should not be made at the end of a 12 or 13 hour day.

President Foley stated that she prefers a 4:30 p.m. start time.

Following discussion, **motion seconded by Commissioner Jones, to approve the 2016 meeting schedule as presented. Roll call to the motion: Ayes: Sarocka, Bridges, Jones. Nays: Kilkelly, Foley. Absent: None. Motion carried 3-2.**

E. Ordinance #16-02, Supplemental Appropriation for Fiscal Year Beginning May 1, 2015 and Ending April 30, 2016.

Mr. Glogovsky presented the Supplemental Budget and Appropriation Ordinance and stated that he needs to appropriate several line items. The ordinance will be published in the newspaper per statute and it will be presented at the April 26th meeting.

Commissioner Bridges asked if the board is required to publish if there are decreases as well as increases.

Mr. Glogovsky stated that publication is not required but in order to clarify all changes, it is best to publish.

F. American Independence Festivities Theme Update.

Mr. Petry stated that he has previously spoken about hosting a dinner for with Chuck Smith in recognition for being the Grand Marshal, and the board should consider what it would like to do.

Commissioner Kilkelly suggested a cookout in theme with summer.

Board Attorney Brian Smith will talk to Chuck Smith and get some ideas from him.

G. Request for Alcohol to be served at the SportsPark - Adult Softball City Playoffs August 5-7, 2016.

Mr. Lerner advised that the request to serve beer last year was well received by the spectators and the teams.

President Foley asked if there were any problems with serving alcohol.

Mr. Lerner advised that proper ID and a wristband was used to enforce a five drink maximum.

Commissioner Jones asked if the park district would be the vendor.

Mr. Lerner stated that they would use Bonnie Brook's license, have a beer truck and recreation staff over the age of 21 would be trained to serve alcohol.

#### H. Finance Department Reorganization.

Mr. Glogovsky presented his written memorandum with his recommendation for reorganization of the Finance Department. His recommendations will allow cross-training in different areas for employees and an increase in efficiency.

Commissioner Jones stated that it was good to see capable employees having the opportunity to move up and expand their responsibilities.

Commissioner Sarocka asked whether the Account Assistant-Human Resource, Jessica Martinez, was offered a chance of participating in the reorganization prior to her resignation.

Mr. Glogovsky stated that Ms. Martinez resigned for a better opportunity which the Park District could not match.

#### I. Residency: Hiring and Promotion Policy 4.01.

**Motion by Commissioner Kilkelly, seconded by President Foley, to retain the current policy.**

Discussion on the motion:

Commissioner Kilkelly distributed a written statement in opposition to instituting a residency policy and asked that it be read into the record verbatim.

Regarding a new restrictive policy for new hires exclusively from Waukegan, I am not a proponent of geographical restrictions on the hiring of our employees. Having such defined policies may in fact create new problems, e.g. could open WPD up for litigation, increases additional staff/administrative paperwork in adhering and reporting new policy and is micromanaging by the WPD Board. The WPD board's sole employee is the Executive Director, but we need to let him/her do their job when it comes to staffing and hiring within the parameters of our policies, which of course the Board sets. The current policy meets the needs of our

organization, plus, I believe the Waukegan Park District has done and continues to do an excellent job at hiring and mentoring. WPD has also encouraged and sought out Waukegan residents for employment; in fact it is a defacto policy that has been in execution for the entire time I have been elected to the board. WPD needs to hire the best candidates for our positions for the benefit of our entire community.

Keep in mind for the prospective employee that isn't a Waukegan resident, it isn't always a simple matter to move, there may be family obligations to consider e.g. elderly parents, a spouse's job, children's education etc. I am extremely proud to sit at a table - where each of our senior staff has invested personally into the Waukegan community. WPD has been doing the right thing as evidenced by our recognition as a National Gold Medal organization, along with the CAPRA and Distinguished Agency accreditations.

Commissioner Jones stated that everyone is valuable to our organization and he would like to see the Park District be a microcosm of our community, but he won't sacrifice excellence just to have an all-Waukegan resident staff. The board should give maximum opportunity to Waukegan residents before we reach out to outsiders. There should be no collusion between the commissioners on this issue and we should not diminish the oath we all took by suggesting such collusion.

Commissioner Sarocka stated that job fairs are an important part of policy of outreach to the community and it shows the community that we are concerned about them.

President Foley prefers what is included in the packet. She spoke with County Board Chairman Aaron Lawlor regarding community outreach through job fairs, and collaboration between agencies in Waukegan could be improved this way. She does not want employees to feel like indentured servants and she does not want to restrict qualified candidates.

Following discussion, **roll call on the motion: Ayes: Kilkelly. Nays: Bridges, Jones, Sarocka, Foley. Absent: None. Motion fails 4-1.**

**Motion by Commissioner Bridges, seconded by Commissioner Sarocka, to recommend the changes to the hiring and promotion policy as presented, that new hires must reside within the Park District boundaries, that current Park District employees receive preference when qualifications and testing are equal to leading candidates(s) for a position, and must vet District**

**residents' applications and qualifications before considering non-resident applications.**

Discussion on the motion:

Commissioner Sarocka asked why was the written requirement of job fairs stricken.

Mr. Petry explained that job fairs are not the only thing and he wanted examples of various forms of outreach.

Commissioner Sarocka stated that he would want a job fair at the high school each year.

Mr. Petry stated that the board needs more flexibility than a rigid policy that will have to be changed if circumstances arise.

Commissioner Jones stated that he wants to be sure that Mr. Petry and the staff understands the board's concern and that the changes are a good compromise.

Mr. Petry stated that collective bargaining may affect this policy in small ways.

Commissioner Bridges stated that he appreciates the board listening to him, even if they disagreed with his changes. He asks that the staff not be mad at his approach, his only passion is for children growing up in the community to see that they have opportunities.

Commissioner Jones stated that shortly after he was elected to the board he was invited to speak at several schools. Some children wrote letters to him saying that they wanted to emulate him. He feels that kids should be able to see that people of the community are worth looking up to.

Mr. Petry advised that he had worked with Commissioner Bridges in having kids explore higher level jobs than summer positions at the SportsPark or Field House. He also spoke to St. Martin de Porres about their recruiting program and will provide this information to the board.

President Foley advised that there are other programs available, including good female role models like Susie Schreiber. She wants the most qualified people and to give people freedom to do the best job possible.

Commissioner Kilkelly stated that the new hire residency requirement should clarify at the time of application of the time or starting date.

Commissioner Bridges meant that the policy should be flexible.

Mr. Petry will change to put the new hire requirements under third-to-last bullet point.

President Foley stated that the policy does not address if new hires can leave Waukegan after they have been hired.

Commissioner Brides stated that that is on purpose to retain flexibility.

Commissioner Sarocka stated that once a person is hired, they are not a new hire.

President Foley asked what part of the policy allows people to move.

Commissioner Sarocka stated what part of the policy says you cannot move.

Commissioner Bridges stated that nothing confines new hires to continue to live in Waukegan.

Following discussion, **Ayes: Bridges, Jones, Sarocka, Foley. Nays: Kilkelly. Absent: None. Motion carries 4-1.**

Mr. Petry stated that he wanted the policy to be a consensus, and it got ugly. However, in the last 5-10 minutes, the discussion was open and productive. We should do this from the beginning because the last month has been pretty bad for staff.

Commissioner Kilkelly noted that morale has been low because the board is not working together and it starts from the top down.

Commissioner Jones asked where does morale come from.

Commissioner Kilkelly stated it is down for everyone, including the board.

## **V. Commissioner Comments**

Commissioner Kilkelly thanked the staff for their work on the finances. She also stated that everyone seemed to enjoy the Easter Egg Hunt.

Commissioner Bridges thanked the staff and he took what was said seriously. He is very proud of the staff, despite the earlier conflict.

Commissioner Jones commented that the staff is awesome.

Commissioner Sarocka thanked everyone for their efforts and especially to Commissioner Bridges for his passion.

President Foley thanked the staff and commissioners for all the improvements and repairs at the Field House, (straps for the stationary bike pedals, automatic doors, handles in the bathroom, and sign-in improvements). She also commented that Ella is very helpful at the front desk.

Ms. Anderson mentioned the new website and to let her know your thoughts about how it works for you.

## **VI. Closed Session**

Motion by Commissioner Sarocka, seconded by Commissioner Kilkelly to adjourn into closed session. **Roll call to the motion: Ayes: Kilkelly, Sarocka, Bridges, Jones, Foley. Nays: None. Absent: None. Motion unanimously approved.** Regular session adjourned at 6:54 p.m.

## **VII. Adjournment.**

**Motion by Commissioner Bridges, seconded by Commissioner Jones, to adjourn the special meeting. Motion carried unanimously.** Meeting adjourned at 7:01 p.m.

Respectfully submitted,

Brian G. Smith  
Board Secretary