

**Minutes of the Waukegan Park District
Special Meeting of the Board of Commissioners
October 1, 2013**

The Board of Commissioners of the Waukegan Park District met in a special meeting on October 1, 2013 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

I. Call to Order

The special meeting was called to order at 4:33 p.m. by President Kilkelly who directed a call of the roll.

II. Roll Call

Present: Commissioners Duffy, Sarocka, Foley, Bridges, Kilkelly. Absent: None. Also present was Executive Director Greg Petry and Board Attorney Charles Smith.

III. Public Portion

No member of the public asked to address the Board.

IV. Review, Discuss, Decide

A. Permission to Accept Bids/Quotes

▪ Pool Filter Tank. **Motion by Commissioner Sarocka, seconded by Commissioner Duffy, to approve the low bid of Fiberbasin, Inc. of Aurora IL, in the amount of \$11,133.00 for a fiberglass inner wall liner for the Ganster Pool filter pit tank.**

Discussion on the motion: Commissioners Duffy and Foley asked questions about the fiberglass liner as opposed to a new metal tank replacement.

Mr. Trigg explained that the fiberglass liner should last for many years and it was the recommended alternative for price and durability.

Following discussion, **Roll call on the motion: Ayes: Duffy, Sarocka, Foley, Bridges, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.**

▪ Field House HVAC AAON Unit. **Motion by Commissioner Duffy, seconded by Commissioner Bridges, to approve the low bid of MG Mechanical of Woodstock IL, in the amount of \$13,133.00 for the replacement of one compressor in the Field House Aaon Unit.**

Discussion on the motion: President Kilkelly asked questions about the longevity of this unit and why is it being replaced so soon after the construction of the Field House.

Mr. Trigg explained that there was an electrical problem within the unit which caused it to burn out and that the unit was out of warranty.

Commissioner Sarocka asked if just the electrical unit could be replaced and was advised that it could not.

Commissioner Bridges asked if there was an electrical surge that caused the burnout.

Staff stated that they suspected that there was an electrical surge, but could not be totally sure.

Commissioner Bridges stated that the Fire Department was able to have its equipment that was damaged as a result of a surge repaired at the expense of Commonwealth Edison.

Staff stated that they will look into the cause of the surge and see if any recovery could be made.

Mr. Trigg advised that the new unit has a surge protector so there will not be similar problems in the future.

Following discussion: **Roll call on the motion: Ayes: Duffy, Sarocka, Foley, Bridges, Kilkelly. Nays: None. Absent: None. Motion carried unanimously.**

B. Commissioner Travel Policy. **Motion by Commissioner Foley, seconded by Commissioner Bridges, to approve the amendment to the Commissioner Travel Policy.**

Discussion on the motion: Board Attorney Smith was asked if there was a reason for the recommendations concerning commissioners renting vehicles. Mr. Smith advised that due to liability issues that were presented, he felt it was best to adopt a policy that prohibited rental of vehicles by commissioners.

Commissioner Bridges asked if paragraph 10 of the policy would not allow for an exception and Mr. Smith advised that paragraph 10 would allow the authorization of the rental by the President of the Board, but that ultimately the bill for the rental would have to come before all the commissioners and at least three commissioners would have to approve of any deviation of the policy in order to pay the bill.

Commissioner Sarocka asked if a commissioner, at his own expense, could still rent a vehicle while on a Park District business trip.

Mr. Smith advised that that would be the right of any commissioner.

Following discussion: **Motion carried unanimously on a voice vote.**

C. Equalized Assessed Value, Tax Levy and (EAV) Financial Discussion. Mr. Petry and Mr. Glogovsky reviewed the declining EAV for properties in Waukegan and the long term impact on the Park District.

Mr. Glogovsky presented a trend chart going back ten years to the time when all existing Park District debt is paid in 2029/2030, and noted that the EAV has continued to decline. Mr. Glogovsky advised that the Corporate Replacement taxes are more difficult to predict, but figures were provided.

Commissioner Sarocka asked for clarification of bonds and was advised that all existing debt bonds will be paid by 2030.

Mr. Glogovsky also explained that there is grant revenue, which is impossible to predict, but can affect the Park District's ability to pay for new facilities.

Mr. Petry explained that the staff has made out the most conservative figures in providing information to the commissioners.

Mr. Petry also advised that the legislature has in the past attempted to take some of the Corporate Replacement Tax for state expenses and that the efforts of the Illinois Association of Park Districts is invaluable in protecting this revenue source.

Staff is recommending that any discussion of construction of a new aquatic facility be put out for another three years until the EAV situation stabilizes or grants become available.

Commissioner Bridges inquired about the current capital reserve of the Park District and he was advised that it is approximately \$10M.

Mr. Petry advised that the Park District is always looking for grants to apply for.

Commissioner Duffy asked Mr. Petry and Mr. Glogovsky to review the reasons why Moody's has downgraded the Park District's bond rating one spot in the last year.

Mr. Petry explained that the reasons given by Moody's were the high unemployment in the Waukegan area and the continuing decline in the EAV.

D. City of Waukegan Proposed Lakefront/Downtown TIF Districts. Mr. Petry explained the City's proposal for three new TIF districts and the financial impact on the Park District.

The commissioners questioned what the School District's position was relative to the TIF proposals and they were advised that the School District is opposed to the TIF because of the impact on revenue.

Staff also advised that they were going to recommend to the City that it would be better to start the TIF districts after the City acquired the property and to perhaps delay the start of the TIF districts in order to get a lower EAV since the EAV continues to decline.

The commissioners suggested that Mr. Petry take no position relative to the TIF districts at the joint hearing and vote abstain.

VI. Closed Session

The Board did not recess into closed session.

VII. Commissioner Comments

Commissioner Duffy commented on the outstanding work being done by Lake County Community Foundation, which was active in the recent BMW golf tournament in Lake Forest. This foundation is raising substantial funds to assist the youth of Lake County for educational and recreational activities. He stated that this organization was not seeking any funds from the Park District, but Commissioner Duffy asked staff that if there was any way to support its efforts, the Park District should do so.

Commissioner Sarocka, Foley, and Bridges had no comments.

President Kilkelly reminded the commissioners that the NRPA annual conference is next week in Houston and the commissioners should learn as much as they can and share ideas following the convention.

President Kilkelly also gave kudos to Jay Lerner for his work with Jeff Lovinger, who was complimentary in talking to President Kilkelly about Jay's work.

President Kilkelly then stated that she was disappointed with the tone of emails sent by Commissioner Sarocka relative to the golf figures that had been requested at the September meeting. She stated that it is important that the commissioners maintain a professional tone in dealing not only with the public, but also with staff, and she felt that the emails sent by Commissioner Sarocka lacked that professionalism.

Commissioner Sarocka stated that he did not receive the reports that he had requested.

Commissioner Sarocka stated his opinion that he did not treat any member of the staff with disrespect and that he did not feel that his question was treated with the respect due a commissioner.

President Kilkelly made her letter dated October 1, 2013 to Commissioner Sarocka a part of the minutes relative to this issue.

V. Adjournment

Motion by Commissioner Duffy, seconded by Commissioner Foley, to adjourn. Motion carried. Meeting adjourned at 5:40 p.m.

Attendance recorded per policy. All commissioners were present.

Respectfully submitted,

Charles W. Smith
Secretary

October 1, 2013

Bill Sarocka, Commissioner
Waukegan Park District
2000 Belvidere
Waukegan IL 60085

Attn: Bill

Re: Correspondence to Greg Petry and Jim Glogovsky

I was copied on your email dated September 12, 2013 to Greg Petry and Jim Glogovsky relative to the monthly Golf Dashboard Report. The tone of your letter indicating that the dashboard financials are being fudged is extremely inflammatory and unprofessional.

As a result of meeting with Attorney Chuck Smith, Executive Director Greg Petry and Superintendent of Finance Jim Glogovsky, I feel it is necessary to communicate with you regarding the attached e-mail.

Your comments to Mr. Petry are inappropriate in that his explanation of the numbers were purely a recap of the budgeting process as it relates to the dashboard reporting. Our staff treats you and everyone with the utmost courtesy and professionalism and you should extend that same level of courtesy and respect to them.

As a commissioner you have a right to the information concerning the contract with GolfVisions and to be provided with any financial information which you desire. I believe Jim Glogovsky provided that information to you within 24 hours of our last Board meeting, giving you considerable itemization of operating expenses. In addition, it was the consensus of the board to invite GolfVisions to make a mid-year financial report. There is nothing to indicate that Mr. Glogovsky or anyone else is "fudging numbers" and for a commissioner to indicate that the Park District's chief financial officer or the executive director is engaging in such conduct is a reckless statement that could put the Park District in a compromising legal position.

Please refrain from insinuations accusing **your** park district professionals as untoward or unethical. They are to be accorded the same respect that they give you.

Regards,



Janet E. Kilkelly
President/Commissioner of the Waukegan Park District
2000 Belvidere Rd
Waukegan, IL 60085

NOTE: START HERE...

-----Original Message-----

From: Jim Glogovsky <jimg@waukeganparks.org<mailto:jimg@waukeganparks.org>>
To: Bill Sarocka <bsarocka@aol.com<mailto:bsarocka@aol.com>>; George Bridges
<gbridgeswpd@gmail.com<mailto:gbridgeswpd@gmail.com>>; Janet Kilkelly
<kilkellyforwaukegan@yahoo.com<mailto:kilkellyforwaukegan@yahoo.com>>; Pat Foley
<foleypc@comcast.net<mailto:foleypc@comcast.net>>; Terrence Duffy
<iduffer4@sbcglobal.net<mailto:iduffer4@sbcglobal.net>>
Cc: Greg Petry <gregp@waukeganparks.org<mailto:gregp@waukeganparks.org>>; Chuck Smith
<Chuck.Smith@csmithlaw.com<mailto:Chuck.Smith@csmithlaw.com>>
Sent: Wed, Sep 11, 2013 10:17 am
Subject: Monthly Golf Dashboard Report

Good morning,

Last night Commissioner Sarocka asked about details of the Monthly Golf Dashboard Report and I wanted to provide you with more information than I did last night. After reviewing the detailed golf operations budget, I am listing categories of expenses that fall into "Operating Expenses" of the monthly report. Such expenses include;

Utilities
Office Supplies
Cleaning Supplies
Fuel & Oil
Uniforms
Chemicals
Fertilizer
Sand & Soil
Equipment Maintenance
Training
Laundry Service
Licenses
Advertising
Dues & Subscriptions
Charge Card Fees

Please do not hesitate to contact me if you have further questions. Have a nice day.
Jim

Jim Glogovsky, CPRP
Superintendent of Finance & Admin.
Waukegan Park District
2000 Belvidere St.
Waukegan, IL 60085
(847) 360-4756

From: bsarocka@aol.com<mailto:bsarocka@aol.com> [mailto:bsarocka@aol.com<mailto:bsarocka@aol.com?>]

Sent: Wednesday, September 11, 2013 1:43 PM

To: Jim Glogovsky

Cc: Greg Petry; Chuck.Smith@csmithlaw.com<mailto:Chuck.Smith@csmithlaw.com>

Subject: Re: Monthly Golf Dashboard Report

specifically speaking how are we budgeting \$150k and only expending \$100k

These seem like staple products and needs...it seems the **numbers in this category are being fudged** to offset the bottom line from being worse than it really is

From: Greg Petry <gregp@waukeganparks.org<mailto:gregp@waukeganparks.org>>

To: bsarocka <bsarocka@aol.com<mailto:bsarocka@aol.com>>; Jim Glogovsky

<jimg@waukeganparks.org<mailto:jimg@waukeganparks.org>>

Cc: Chuck.Smith <Chuck.Smith@csmithlaw.com<mailto:Chuck.Smith@csmithlaw.com>>; George Bridges

<gbridgeswpd@gmail.com<mailto:gbridgeswpd@gmail.com>>; Janet Kilkelly

<KilkellyforWaukegan@yahoo.com<mailto:KilkellyforWaukegan@yahoo.com>>; Pat Foley

<foleypc@comcast.net<mailto:foleypc@comcast.net>>; Terrence Duffy

<iduffer4@sbcglobal.net<mailto:iduffer4@sbcglobal.net>>

Sent: Wed, Sep 11, 2013 3:03 pm

Subject: RE: Monthly Golf Dashboard Report

Bill...no one is fudging numbers...a standard management practice is that when revenues are down the corresponding expenses should be down...another way to say this...as a manager, supervisor etc. ...if your revenues are down you better be trimming your expenses...for example...if it's been raining a lot...play is down...you don't need as many pro shop workers, rangers or starters...you don't call them in or you send them home...therefore...revenue from rounds are down from what was budgeted...and personnel expenses would be down too from what was budgeted...the numbers as you may recall in the golf visions budget were based off of last year's park district revenues...the poor spring weather has diminished the revenues and not meeting budget this year...whether its golf visions or the park district basketball league...if revenues are down the expenses better be too!...in addition, budgeting is not linear...there are several variables throughout the course of the year that effect both revenues and expenses...another example that skews the monthly reports is purchasing...golf chemicals are purchased in bulk in the winter months to save money...but they are expensed in the summer when used...the golf vision budget will be refined...and reflected monthly...after they go thru an entire year...if you need additional information or clarification please meet with Jim and I...thanks Greg

From: "bsarocka@aol.com<mailto:bsarocka@aol.com>" <bsarocka@aol.com<mailto:bsarocka@aol.com>>

Date: September 12, 2013, 12:18:55 AM CDT

To: Greg Petry <gregp@waukeganparks.org<mailto:gregp@waukeganparks.org>>, Jim Glogovsky

<jimg@waukeganparks.org<mailto:jimg@waukeganparks.org>>

Cc: "Chuck.Smith@csmithlaw.com<mailto:Chuck.Smith@csmithlaw.com>"

<Chuck.Smith@csmithlaw.com<mailto:Chuck.Smith@csmithlaw.com>>

Subject: Re: Monthly Golf Dashboard Report

I am not looking for opinions or explanations. It is not the detail which I asked for quite simply.

I certainly do not appreciate your re-broadcast of my opinion to other commissioners what I shared with Jim after he responded to my request for specific numbers on how we saved 50k\$ on this category.

Just get me what I asked for and knock off your belittling rhetoric of my unmet simple request.
