

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT

Administration Center
2000 Belvidere Road
Waukegan, Illinois
November 8, 2016

I. CALL TO ORDER

President George Bridges called the meeting to order at 4:00 p.m.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President George Bridges
Vice President Janet Kilkelly
Treasurer Patricia Foley
William Sarocka

COMMISSIONERS ABSENT

Marc Jones

STAFF PRESENT:

Executive Director Greg Petry
Superintendent of Cultural Arts Claudia Freeman, Superintendent of Parks Michael Trigg,
Superintendent of Finance & Administration Jim Glogovsky, Superintendent of Recreation Jay
Lerner, Community Relations Manager Teddy Anderson, Executive Assistant Sally Sandine,
Recreation Supervisor Kaitlin Fischer, and Board Attorney George Bridges.

III. CONSENT AGENDA

The Consent Agenda Items which includes the Minutes of September 29th, October 11th and the 25th,
the Accounts Payable, Payroll, Financial Statements and Permission to Receive Proposals for
Architectural Services for the Belvidere Park Aquatics Project were presented.

Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the Consent Agenda
Items as presented. No discussion was had on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Jones

Motion carried.

IV. PUBLIC PORTION

Ms. Fischer advised the Board at the recent annual Volunteer and Patron Recognition
Reception, where the Waukegan Park District honored its outstanding Volunteers, that the 2015 Coach
of the Year was awarded to Hamaas Ibrahim for his work with the Youth Programs. Mr. Ibrahim

stated he was grateful the Park District allowed him to simply give back to his community. Mr. Petry stated this was a State-Wide Award and that it involved competition from more than 300 park districts and that Mr. Ibrahim rose to the top because of his dedication.

V. PROGRESS REPORTS

A. Executive Director: Mr. Petry presented his written report. He then thanked Commissioner Jones for facilitating a meeting with Dr. Harlene Shipley, wherein a number of very important issues were discussed. He also stated he had a productive conversation with Mr. Chris Blanks. Mr. Petry advised the Board the IAPD had recently reviewed our employment W-2's and provided the District with its personal report. He stated the report was very favorable in that it revealed the District is exceeding some of the benchmarks in hiring Waukegan residents and in employing young people. He stated the District has more than 250 jobs which represent a \$4.5 million economic impact for the Waukegan community. Mr. Petry stated one of the personal initiatives he would be undertaking in light of some of the public comments is how we would bridge the gap recruiting minorities and cultivating them rise to the executive level. He stated he was going to host a roundtable discussion at the Field House either the first or second week of December. He would invite members from urban park districts, the IPRA Diversity Section, and from the community, to have an open and frank discussion to ascertain what are the best practices and challenges in hiring minorities.

Ms. Anderson explained the District's recent recruiting marketing and advertisement initiatives designed to reach a broader audience. She stated the District had expanded its email notification of job opportunities, as well by purchasing employment opportunities ads in the People's Voice Newspaper and What's Happening Magazine. President Bridges thanked Mrs. Anderson for her community outreach efforts.

Commissioner Kilkelly asked if the District was able to track where the applicants received notice of the job listings, in order to coincide with our marketing strategy. Commissioner Kilkelly stated she wanted to make sure the District was getting a return on their marketing dollars by targeting and reaching prospective applicants. Mr. Glogovsky stated the applications gather some information, and that they plan on adding a number of additional fields to gather precise marketing information.

B. Attorney Report: Presented a draft of the amended IGA between the Park District and Waukegan School District. He stated he and Mr. Morris were working on the insurance provisions of the agreement to comply with PDRMA's concerns.

C. Legislation/ IAPD Update: Mr. Petry stated IAPD's analysis is that the balance of powers in the House and Senate will not change. He stated the Legislators are most likely to introduce a two (2) year property tax freeze, and they will continue to attack the Corporate Replacement Tax, which is a key source of revenue for the District.

D. Division Reports:

D1. Finance & Administration: Mr. Glogovsky presented his monthly written report and corrected the section that dealt with filing the Bond Ordinance #16-05. Commissioner Sarocka asked if Mr. LaFoone had made any comments on the 30% drop in rounds at Greenshire Golf Course. Mr. Glogovsky stated he had not. Commissioner Sarocka asked if the rounds of the Bonnie Brook Golf Club Members were included in the total numbers counted. Mr. Glogovsky stated anyone

that goes through the register at Bonnie Brook, employees or a paying customer, should be included in the total. Commissioner Sarocka stated if you just do simple math and you've budgeted \$80,000 and there are 9000 rounds, which averages to only \$9 dollars a round, that doesn't seem to take into account the rounds of the season pass holders. Mr. Glogovsky stated that he would check with Mr. LaFoone and report back.

D2. Cultural Arts: Ms. Freeman presented her written report. Commissioner Kilkelly asked Ms. Freeman what exactly is "Prepping for the Helen Doria." Ms. Freeman stated it is an Arts in the Park Award, named in memory of Helen Doria, who dedicated her career to creating space for the Arts in Chicago's parks, and that the District will be preparing for next year's Best of the Best Awards. She further stated Doria's family created the Helen Doria Foundation, to support future arts programming in the park, and that the Foundation will provide the first place winner with a grant in the amount \$2,500.

Commissioner Kilkelly stated after reading the Cultural Arts Advisory Minutes she suggest the Board schedule a Committee of the Whole meeting to focus on the Arts and review some of the responses provided by the committee members.

D3. Parks: Mr. Trigg presented his monthly written report. Commissioner Sarocka asked if there was a new problem with the Pickleball Court. Mr. Trigg stated they were advised the nets were not at the proper height. He stated the problem was resolved simply by adjusting the set screw on the posts and lowering the nets. Commissioner Kilkelly asked what was the estimated time to complete the repair of the roof. Mr. Trigg stated the tentative date is the end of November.

D4. Recreation: Mr. Lerner presented his written report, along with the quarterly programming reports and a summary of the George Bridges 5k Run Event. Mr. Lerner stated 135 individuals registered for the event and covering the expenses for the event, the District raised \$2190 for Special Rec. Mr. Lerner remarked the event had good sponsorship and generous in-kind donations made that enabled the District to raise that amount of money. President Bridges commended Mr. Lerner and staff for all of their organizing efforts.

VI. REVIEW / DISCUSS / DECIDE

A. Interfund Transfers: None were presented.

B. Authorization to Accept Bids / Quotes

1. Rose Administrative Window Replacement.

Mr. Trigg asked the Board to approve the low bid from All American Exterior Solutions, of Lake Zurich, Illinois, in the amount of \$17,995 for window replacements at the Rose Administrative Center. Commissioner Sarocka stated he had heard the Rose Administrative Center would be razed or remodeled as part of the Belvidere Aquatic Development and questioned why the District would now replace its windows. Mr. Petry stated that no final decision has been made regarding the administrative building and the reason the bids were sought is because the windows are falling apart

with water and air infiltrating the offices. President Bridges asked why the District hadn't sought to repair the windows as opposed their replacement. Mr. Trigg stated that in light of the condition of the windows he believed replacement was the better option. Commissioner Kilkelly asked the age of the units being replaced. Mr. Trigg stated they were purchased in 1994. President Bridges thanked Mr. Trigg and his staff for the details of the quote summary.

Motion by Commissioner Foley, seconded by Commissioner Sarocka, to accept the low bid from All American Exterior Solutions, of Lake Zurich, Illinois, in the amount of \$17,995 for the Rose Administrative Center window replacements. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Sarocka, Bridges

NAY: None

ABSTAIN: None

ABSENT: Jones

Motion carried.

C. IAPD Credentials Certificate.

Mr. Petry presented the IAPD Credentials Certificates, for the Board to name the delegate and alternate for IAPD's upcoming conference. Motion by President Bridges, no Commissioner seconded the matter, yet the Board was in agreement and named Commissioners Jones, Sarocka and Foley to be the named delegates. There was no discussion on this matter. The matter carried by unanimous voice vote.

D. Approval of the 2017 Board Meeting Calendar.

Motion by Commissioner Foley, seconded by Commissioner Sarocka, to approve the 2017 Board Meeting Calendar. Commissioner Kilkelly recommended the Board consider changing the meeting times to 5 p.m., to enable those residents who are unable to attend because they are working. Commissioner Foley suggested the meeting time change to a later time during the winter months. Commissioner Sarocka, stated he was not in favor of altering the time because it would require staff, who attend the meetings, to be forced to work a much longer day. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Foley, Sarocka, Bridges

NAY: Kilkelly

ABSTAIN: None

ABSENT: Jones

Motion carried.

F. Approval of Amended Policy 4.30 – Overtime Compensation.

Motion by Commissioner Sarocka, seconded by Commissioner Foley, to approve the Amended Policy 4.30 – Overtime Compensation. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Sarocka, Bridges
NAY: None
ABSTAIN: None
ABSENT: Jones

Motion carried.

G. Approval of Resolution 2016-21 Change Order.

Mr. Trigg stated he recommends the approval of the Resolution change order because the originally planned limestone steps, which lead into the east gate of the Bevier Tennis Courts, are no longer being recommended, resulting in a \$1,000 savings. Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve Resolution Number 2016-12, change order, resulting in a \$1,000 decrease of the contract. Commissioner Sarocka asked why they were recommending this change when limestones steps are more durable and more attractive. Mr. Trigg stated with the grading work that was done to the sub-base, there was not a need for the steps. Commissioner Sarocka also asked if the change would be in compliance with the ADA. Mr. Trigg responded that it was. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Sarocka, Bridges
NAY: None
ABSTAIN: None
ABSENT: Jones

Motion carried.

E. Approval of the 2016 Estimated Tax Levy.

Mr. Glogovsky presented the estimated 2016 Tax Levy of \$10,816,723 and advised the Board it represented a 4.86% increase over the previous year's extension. He stated no "Truth in Taxation" hearing would be required since the property tax extension is less than 5%. Mr. Glogovsky stated the levy is predicated upon his best guess estimates based upon his discussions with the local area assessor's, as to the projected the EAV. Mr. Petry stated the estimated tax levy is just the beginning of the process in which we are forecasting without accurate information. He stated what we're doing this looking at variables and a lot of uncertain ranges in establishing this estimated tax levy. He told the Board a good powerful message that can be said about this levy is that the tax rate will be down and on average, tax bills will go down. He said for every hundred thousand dollars a house is worth one should notice of approximately \$9.34.

President Bridges proposed a zero increase in the levy. He then asked Mr. Glogovsky, with respect to the 2016 projected total extension, what would be the result if the amount was zero instead of the 3.51% increase over the 2015 tax extension? Mr. Glogovsky responded the District would then lose approximately \$365,222. President Bridges stated the rate is 3.51%, and he wants the impact to the citizens to be zero levy, what language is required? Mr. Glogovsky said you would ask for the same extension dollar amount the District received last year, being \$8,638,539 and basically, it would remove \$360,000-\$400,000 from next year's receipts.

Commissioner Sarocka asked if the District were to keep the levy the same as 2015, for a total of 10.4

versus 10.7 whether it would truly result in no increase. Mr. Petry reminded him the figures are only estimates. Commissioner Sarocka stated he anticipates the EAV to be higher than the projected 7%.

Commissioner Foley stated the tax rate and the tax levy are two different things and that the tax rate is going down.

President Bridges then read a prepared statement regarding his position on the 2016 estimated tax levy and asked that it be attached and incorporated in the minutes. There was no objection, and the statement is incorporated and made a part of these minutes.

Mr. Petry told the Board, whatever they decide, they should consider the impact on the District's bond ratings and the long-term financial impact to the community. He said there is no better value in this community than the Park District's dollar.

Attorney Bridges stated he provided Mr. Glogovsky with a "Truth in Taxation" Resolution and recommended the Board approve it when they consider and pass the tax levy ordinance. He stated he believes it should be passed even though the 2016 aggregate levy does not exceed the 2015 extension by more than 5%. He further stated the 2016 estimated tax levy must be approved 20 days before the Board votes on the Ordinance, and that it must be filed before the last Tuesday in December.

Commissioner Sarocka asked to continue the matter to the next meeting to give Commissioner Jones an opportunity to be involved in the discussion and the passing of the ordinance.

VII. CLOSED SESSION

There was no Closed Session.

VIII. NEXT MEETING

The next meeting, Committee of the Whole, will be held on November 22, 2016.

IX. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Kilkelly hoped and trusted each Commissioner would become more knowledgeable on the subject, before the next meeting, regarding the tax levy requirement and what it means for the community. She stated the Park District is an excellent organization, and that it has been operating in a "lean and mean" manner for a long period of time. She said to continue in a "lean and mean" manner could be a detriment to this fine organization. Lastly, she suggested the District offer Drone classes for youths.

Commissioner Foley suggested the District look at adding more classes for girls only and hoped this would increase their participation in District activities.

Commissioner Sarocka stated over the last 10 years it has been his goal to either reduce taxes or keep them at a sustainable level. He stated he knows leaving money on the table is a big concern for the District and Board and that it could jeopardize future programs. He further stated because he believes the EAV is going to exceed 7%, he wants to review other levy proposals.

X. ADJOURNMENT

There being no further business, Commissioner Sarocka moved, seconded by Commissioner Foley to adjourn the meeting at 5:32 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary

GB/ss

November 8, 2016

Commissioners,

Holding the line on taxes should be a testament to the excellent staff here at our Waukegan Park District and to our commitment to meeting the needs of our 90,000+ residents.

Our Park District should be applauded for their continued efforts in maintaining operations with such great efficiency; with a collective goal of continually sustaining a balanced budget. We must strive to create workable solutions because nobody wants to see an increase in their property tax bill. Waukegan residents should benefit from a tax freeze with the approval of a 0% increase of the Levy.

- Waukegan Park District should keep our tax levy flat with no increase-

As Commissioners, we should not Levy this amount out of consideration for our residents and the financial challenges many of us may be experiencing with this recovering economy. With the probability of a higher equalized assessed valuation (EAV), a flat tax would likely lessen the tax burden to our residents. Therefore, my position will be to request only an 0% increase in the levy pertaining to this estimate.



President

