

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

Administration Center
2000 Belvidere Road
Waukegan, Illinois
January 16, 2018

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
Janet Kilkelly
William Sarocka
Treasurer Patricia Foley
Commissioner Marc Jones

COMMISSIONERS ABSENT

STAFF PRESENT:

Executive Director Jay Lerner
Superintendent of Finance & Administration Jon Beckmann, Superintendent of Recreation Errick Beverly, Superintendent of Parks Scott MacLean, Executive Assistant Sally Sandine, Community Relations Manager Teddy Anderson, and Attorney Martin Walker.

III. CONSENT AGENDA

The Consent Agenda Items which include the Minutes of December 12, 2017, December 14, 2017 (Golf-Special Board Meeting), and December 11, 2017 (Recreation-Special Board Meeting), Accounts Payable, Payroll, Financial Report and permission to accept bids and quotes, were presented.

Commissioner Jones arrived at 4:05 p.m. and following a motion and second, he was seated.

Motion by Commissioner Kilkelly, seconded by Commissioner Foley, to approve the Consent Agenda Items as presented. There was no discussion on the motion. On the roll call, the vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Foley and Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

IV. PUBLIC PORTION

None.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Present on behalf of the Waukegan Port District were Joe Siedelmann and Randy Podolsky who presented a plan for a long-term Intergovernmental Agreement with the park district to provide a playground on land they will provide at the lakefront. Other lakefront improvements include a planned kayak and canoe launch, bicycle and pedestrian trails and large paths for walking the lakefront.

Three Waukegan Park District staff promotions were announced. They are Quincy Bejster, Deputy Superintendent of Sports, Fitness and Aquatics, Mike Mayfield, Deputy Superintendent of Recreation and Arts, and Ty Rohrer, Manager of Cultural Arts. Each staff member presented a brief description of their plans and thanked the board for the opportunities they have been given.

VI. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. He noted that the District is not eligible to apply for the Gold Medal again until next year, and will do so at that time.

B. Attorney Report: Executive Director Lerner mentioned on behalf of Attorney Bridges that the tax objection is being looked into and an update will be given as soon as available.

C. Legislation/ IAPD Update: Director Lerner noted that Representative Rita Mayfield was in attendance at the Awards Luncheon on Friday.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report along with the Budget Task Schedule, noting that the first budget workshop is scheduled for January 30th at the Special Board Meeting. He also noted that the renovations at Bonnie Brook are almost complete. Finally, he noted that the Bond Abatement Ordinance is on the agenda and will be presented for vote tonight.

D2. Parks: Mr. MacLean noted his monthly written report is in the packet and he would be happy to answer any question.

D3. Recreation: Mr. Beverly presented his written report. He stated that the Polar Bear Plunge went very well, and despite less attendees, there was actually more money raised this year. He also noted that the January 4, 2018 job fair took place and went well. The next job fair is scheduled for March 29th from 11 am until 7 pm. He also noted that funding for a greenhouse would be on the agenda for January 30th to be discussed.

VII. REVIEW / DISCUSS / DECIDE

A. Motion to Approve Interfund Transfers. Commissioner Sarocka made a motion, seconded by Commissioner Foley, to approve the Interfund transfers as presented. Mr. Beckmann presented his memorandum seeking authorization to make a number of Interfund Transfers as listed.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#28 Hughes)(16-11-11-583-9999)	\$772.50	
Recreation (02-24-11-473-9999)		\$772.50

Purpose: To support students of JBC for scholarships. Offsetting costs for three string students.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#28 Reynolds)(16-11-11-583-9999)	\$165.00	
Recreation (02-24-11-473-9999)		\$165.00

Purpose: To provide scholarships for students in music, art, and drama. Offsetting costs for two piano students.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#55 Concert Call)(16-11-11-583-9999)	\$510.00	
Recreation (02-24-11-473-9999)		\$510.00

Purpose: To provide arts scholarships for youth. Providing full support for a cello student.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#48 Favero)(16-11-11-583-9999)	\$4,800.00	
Recreation (02-91-11-473-9999)		\$4,800.00

Purpose: To support the WSOCC, Messiah performance.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#29 WSOCC)(16-11-11-583-9999)	\$2,000.00	
Recreation (02-91-11-473-9999)		\$2,000.00

Purpose: To provide funds to support the WSOCC.

On the roll call, vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Foley and Sarocka

NAY: None

ABSTAIN: None

Motion carried.

B. Motion to Approve Property License Agreement between the Waukegan Park District and Commonwealth Edison. Commissioner Kilkelly, seconded by Commissioner Jones, to approve the agreement transfers as presented. On the roll call, vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Foley and Sarocka

NAY: None

ABSTAIN: None

Motion carried.

C. Motion to Approve License Agreement between the Waukegan Park District and Campanella and Sons, Inc. and the Waukegan Park District for disposal of clean fill. Commissioner Sarocka made a motion, seconded by Commissioner Foley, to approve the Agreement as presented. On the roll call, vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Foley and Sarocka

NAY: None

ABSTAIN: None

Motion carried.

D. Motion to Approve Ordinance #2018-01 Consideration and Action on an Ordinance abating the tax hereto levied for the year 2017 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source) Series 2013A, General Obligation Refunding Park Bonds (Alternate Revenue Source) Series 2015A and General Obligation Park Bonds (Alternate Revenue Source) Series 2017A, of the District.

Motion by Commissioner Jones, seconded by Commissioner Foley, to approve Ordinance 2018-01 Abating tax on three bonds. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Jones and Foley.

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

E. Motion to Approve Bids/Quotes.

Recreation: Staff recommends the Board approve the purchase of twelve (12) Cybex Treadmills Series 70T Treadmills through the National Joint Powers Alliance Cooperative Purchasing Program in the amount of \$81,012.00. Motion by Commissioner Jones, second by Commissioner Foley to approve the purchase of the treadmills through the National Joint Powers Alliance Cooperative Purchasing Program. No further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Jones and Foley.

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Administration: Quarterly Program Guide Printing Bid for Fall 2018/Summer 2019 issues. Motion by Commissioner Foley, second by Commissioner Jones. All bids are declined and the specifications will be changed. Discussion about creating program guides in Spanish and English and associated costs. Will rebid in the future. On the roll call, the vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Jones and Foley.

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

F. Legat Presentation of Administration Building Design Concepts for 1324 Golf Road Building.

Ted Haug, of Legat Architects, presented his updated design concepts of the new Administrative Building at 1324 Golf Road Building. These included an area for awards and board of commissioner photos. Staff continue to review technical aspects. Renovation is slated to be finished in late May or June 2018.

E. Belvidere Park Project Update.

Mr. Jim Johnson of the AT Group noted that the weekly design meetings have been going well and the project is going well as of now.

F. Commissioner Award Memo.

Director Lerner presented a memo recommending the Board consider three (3) Staff members for the 2017 Commissioner's Award. After reviewing their respective qualifications, President Bridges motioned, second by Commissioner Kilkelly, to award Shelby McDonald the 2017 Commissioner's Award. On voice vote, the commissioners agreed.

G. Motion to Approve and Publish Closed Session Minutes.

Motion by Commissioner Kilkelly, seconded by Commissioner Sarocka, that the Closed Session Minutes for June 27, 2017, July 11, 2017, August 8, 2017, and November 14, 2017, no longer needed to be confidential and would be available for public review. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Sarocka, Bridges, Jones and Foley

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

H. Motion to Approve Previous/Old Commissioner for Activities, Programs and Facilities.

Commissioner Kilkelly made a motion, seconded by Commissioner Foley, to replace the 2015 Commissioner for Activities, Programs and Facilities Policy with the previous approved 2013 Policy. Discussion followed. Commissioner Sarocka said he is in discussing with Mr. Nerheim, Lake County States Attorney, on modifying his memorandum to the District. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Jones, Bridges

NAY: None

ABSTAIN: Sarocka.

ABSENT: None.

Motion carried.

Commissioner Kilkelly also asked that a copy of Mr. Nerheim's letter be placed on file.

VIII. CLOSED SESSION

None.

IX. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Kilkelly commented on the new organization of staff and congratulated those who were promoted. Commissioner Foley offered her congratulations to the staff that was promoted. Commissioner Jones congratulated the staff as well, and looks forward to them making something happen at the District. Commissioner Sarocka echoed the congratulation sentiments to the promoted staff. He also congratulated Commissioner Jones on the birth of his son. He asked about Bowen Blues and was told it would continue. President Bridges also congratulated the promoted staff.

X. ADJOURNMENT

There being no further business, Commissioner Sarocka moved, seconded by Commissioner Foley, to adjourn the meeting at 5:30 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary