

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
2000 Belvidere Road
Waukegan, Illinois
June 12, 2018

I. CALL TO ORDER

President Marc Jones called the meeting to order at 4:00 p.m.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Marc Jones
Janet Kilkelly
Treasurer George Bridges

COMMISSIONERS ABSENT

Patricia Foley (Arrived 4:15 pm)

STAFF PRESENT:

Executive Director Jay Lerner
Executive Assistant Sally Sandine, Community Relations Manager Teddy Anderson, Superintendent of Finance & Administration Jon Beckmann, Superintendent of Recreation Errick Beverly, Superintendent of Parks Scott MacLean, Deputy Superintendent of Recreation and Arts Mike Mayfield, Deputy Superintendent of Sports Quincy Bejster, Ty Rohrer, Tim Girmscheid, and Attorney George Bridges.

III. PUBLIC HEARING FY2018-19 BUDGET and APPROPRIATION ORDINANCE #18-03

A. PURPOSE OF PUBLIC HEARING

The Public Hearing commenced at 4:05 p.m. Mr. Beckmann stated that the purpose of the Public Hearing was to review and receive public comment on the proposed Appropriation Ordinance for the fiscal year beginning on the 1st day of May 2018 and ending on the 30th day of April 2019, pursuant to Illinois Municipal Budget Law.

Mr. Beckmann stated in this portion of the hearing the public is invited to respond to the FY 2018-2019 Appropriation Ordinance, which outlines the maximum amount of expenditures the Park District can make. He provided the total amount of the appropriation. He further announced that copies of the Annual Budget and Appropriation Ordinance have been conveniently available and that notice of said hearing had been given at least one week before today's hearing by publication in a newspaper. Mr. Beckmann then called for comments from members of the public.

B. PUBLIC COMMENTS

There were no public comments or questions.

C. COMMISSIONER COMMENTS

Mr. Beckmann then called for comments from the Commissioners present. There were no comments or questions from the Commissioners.

D. PUBLIC HEARING ADJOURNMENT

There being no further discussion, Commissioner Kilkelly moved, seconded by Commissioner Bridges, to adjourn the Public Hearing. On a roll call, the vote was as follows:

AYE: Kilkelly, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried. The Public Hearing was adjourned at 4:10 p.m.

IV. CONSENT AGENDA

The Consent Agenda Items which includes the Minutes of May 3, 2018 (Golf Advisory), May 8, 2018, May 22, 2018, and May 29, 2018, Board Meetings, May 14, 2018 (Recreation Advisory), Accounts Payable, Payroll, Travel Expenses, Financial Report, and Permission to obtain bids and quotes.

Motion by Commissioner Kilkelly, seconded by Commissioner Bridges, 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, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: Foley

Motion carried.

V. PUBLIC PORTION

None.

VI. ACKNOWLEDGEMENTS & PRESENTATIONS

Waukegan Parks Foundation President Wayne Motley presented the Board with a check for \$8,000 as a donation for area youth swimming scholarships. President Jones thanked the Foundation for their generosity and support of the District's learn to swim program.

General Manager Kelli Pesola, and Lori Bard, of Mission BBQ, advised the Board of their new restaurant that recently opened in Gurnee, Illinois. Ms. Bard explained that the chain is called Mission BBQ, because the company was designed and opened to pay tribute to military, police and fire personnel.

The following interns introduced themselves to the Board: Ms. Samantha Vrtis-Bentz Risk Management Intern; and Special Rec Interns – Amanda Koehl and Jordan Villarreal.

Commissioner Foley arrived at 4:15 p.m. Motion by Commissioner Kilkelly, seconded by Commissioner Bridges, to seat Commissioner Foley. The motion carried by a unanimous voice vote.

VII. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. Director Lerner advised the Board of the Administrative Building update, and the tentative move-in date is July 17, 2018.

B. Attorney Report: Attorney Bridges advised the Board he was drafting a warning letter to the recently approved Field House Custodial Service because of their poor performance. He stated if they did not improve their performance he would be asking the Board to terminate the contract.

C. Legislation/ IAPD Update: Director Lerner stated he received the news that the State approved more than 29 Million in OSLAD grant funds and they are waiting on the details so they can submit an application.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report and PDRMA's Annual Report. President Jones commended Michael Jesse and his staff for the outstanding job they are doing at Bonnie Brook. Commissioner Foley stated she had received a number of complaints about the wine at Bonnie Brook being too austere and she asked if Mr. Jesse could add more decadent wines to the menu. Mr. Beckmann discussed the possibility of paying the ERI down early to save a substantial amount of interest.

D2. Parks: Mr. MacLean presented his monthly written report. Mr. MacLean provided an overview of the Lyons Wood Trail and the required maintenance. Mr. MacLean reminded the Board when they purchased the property at 1525 McAree Road they agreed to name the entrance into the park "Dayenian" Way or Road and that he would be working with the City to prepare the name sign.

D3. Recreation: Mr. Beverly presented his written report. Mr. Beverly stated the Workforce Program is operational and that they have 22 youth participating at either the Field House or the Camps. Commissioner Foley inquired about the progress in hiring a Conductor for the Symphony Orchestra. Mr. Rohrer stated they have put together a search committee to assist with finding a replacement Conductor. Mr. Bejster noted the annual fishing derby was a great success, with more than 230 registrants. Mr. Mayfield commented on the success of the Dandelion Wine event.

VIII. REVIEW, DISCUSS, DECIDE

A. Approval of the Rose Park Playground Equipment Purchase.

Mr. Girmscheid provided the playground equipment layout for Rose Park and discussed the purchase

of Team Reil equipment, and why staff recommended the purchase. Motion by Commissioner Bridges, seconded by Commissioner Kilkelly, to approve the purchase of playground equipment from Team Reil, through the National Joint Purchasing Alliance, in the amount of \$379,983.00. There was no discussion on the motion. On a roll call vote, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

B. Approval of Interfund Transfers.

Mr. Beckmann presented his memorandum seeking authorization to perform a number of Interfund transfers from the Memorial End Funds as listed.

Motion by Commissioner Foley, seconded by Commissioner Bridges, to approve the Interfund Transfers as submitted. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Corrine J. Rose Park Update.

Belvidere Park Project Update.

Mr. Jim Johnson of the AT Group stated they are ready to seek permits for the project and that the bid packets are prepared and ready to be released. He said contractors are very busy during this time of the year and for that reason he recommends they delay the release of the bids to avoid receiving higher than usual bid prices. Commissioner Bridges stated he was not in favor of delaying the release of bids, because it would delay the project. The consensus of the Board was to release the bid packets on July 23, 2018.

D. Approval of the Budget and Appropriation Ordinance #18-03.

Mr. Beckmann presented the Budget and Appropriation Ordinance #18-03 and recommended its approval. Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the Budget and Appropriation Ordinance #18-03. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None
ABSTAIN: None
ABSENT: None

Motion carried.

E. Approval of the Prevailing Wage Ordinance.

Mr. Beckmann requested approval of the Prevailing Wage Ordinance. Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the Prevailing Wage Ordinance #2018-04. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

F. Approval of the Worship Service and Picnic at Morrison Picnic Center.

Motion by Commissioner Kilkelly, seconded by Commissioner Foley, to approve the Worship Service and Picnic at Morrison Picnic Center. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

G. Annual Debt and Bond Administrative Review and Update.

Mr. Beckmann provided a review and update of the District's Debt and Bond condition.

H. Approval of the Quotes and Bids.

1. Approval of the purchase of Jack Benny Center Flooring.

Mr. Mayfield recommends the purchase of replacement flooring for Jack Benny Center. Motion by Commissioner Bridges, seconded by Commissioner Kilkelly, to approve the purchase of Jack Benny Center Flooring from Iskalis American Floor for \$17,978.76. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones
NAY: None

ABSTAIN: None
ABSENT: None

Motion carried.

2. Approval of the purchase of a 2018 Toro Groundsmaster 4700D.

Mr. MacLean recommends the purchase of a 2018 Toro Groundsmaster 4700D, from Reinders, through the National Intergovernmental Purchasing Alliance, in the amount of \$73,218.40. Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the purchase of a 2018 Toro Groundsmaster 4700D. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

3. Approval of the purchase of a 2018 Toro Groundsmaster 4300D.

Mr. MacLean recommends the purchase of a 2018 Toro Groundsmaster 4300D, from Reinders, through the National Intergovernmental Purchasing Alliance, in the amount of \$51,957.65. Motion by Commissioner Kilkelly, seconded by Commissioner Foley, to approve the purchase of a 2018 Toro Groundsmaster 4300D, in the amount of \$51,957.65. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

4. Approval of the quote to contract with a vendor to develop a Mobile App for the District.

Mr. Bejster recommends the approval of the quote to contract with Links Technology Solutions to develop a Mobile App for the District, in the amount of \$18,900.00. Motion by Commissioner Foley, seconded by Commissioner Bridges, to approve the quote to contract with Links Technology Solutions, to develop a Mobile App for the District, in the amount of \$18,900.00. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

5. Approval of the purchase of a 2018 Ford Explorer.

Staff recommends approval to purchase of a 2018 Ford Explorer from Morrow Brothers Ford, through the Central Management Services Joint Purchasing Program, in the amount of \$28,665.00. Motion by Commissioner Bridges, seconded by Commissioner Foley, to approve the purchase of a 2018 Ford Explorer from Morrow Brothers Ford. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

6. Approval of the purchase of replacement lighting for the Field House.

Staff recommends approval to accept the low bid for the replacement of the Field House lobby area lighting system from Kelso Burnett Company, for \$23,750.00. Motion by Commissioner Foley, seconded by Commissioner Kilkelly, to approve the purchase of replacement lighting for the Field House. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

I. Approval of Resolution #2018-14 Accepting Commissioner Sarocka Resignation.

Motion by Commissioner Kilkelly, seconded by Commissioner Foley, to approve Resolution #2018-14 accepting Commissioner Sarocka's Resignation. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

J. Approval to Conduct a Wetland Survey of Edwards Field.

Attorney Bridges presented the request for a preliminary wetland survey of Edwards Field by Lake

County Stormwater Management. He explained that this is an initial step for the solar development of Edwards Field. Motion by Commissioner Foley, seconded by Commissioner Bridges, to grant Lake County Stormwater Management permission to conduct a wetland survey of Edward Field. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried

IX. MOTION TO MOVE TO CLOSED SESSION

Motion by Commissioner Bridges, seconded by President Jones, to enter into closed session to conduct the selection process to fill a vacancy in public office, pursuant to 5 ILCS 120/2(c)(3). On a roll called vote, the vote was as follows:

AYE: Kilkelly, Foley, Bridges, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried. The closed session convened at 6:10 p.m.

X. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

Motion by Commissioner Bridges, seconded by President Jones, to reconvene open session. There was no discussion on the motion. The motion passed by unanimous voice vote. There was no action taken on the item discussed in Closed Session. The Board reconvened in open session at 6:35 p.m.

XI. ANNOUNCEMENTS

Clearview Park Grand Opening is scheduled for June 19, 2018, and the Greenhouse Grand Opening is June 20, 2018.

XII. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Kilkelly commended Director Lerner and his staff in designing and making Corrine Rose Park an ADA and well-designed kid friendly park. President Jones commended Mr. Beckmann on his financial stewardship of the District.

XIII. ADJOURNMENT

There being no further business, Commissioner Bridges moved, seconded by President Jones to adjourn the meeting at 6:40 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary