

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
1324 Golf Road
Waukegan, Illinois 60087
August 14, 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
Jeremiah Johnson
Jacqueline Giron (Sworn in at 4:05)

COMMISSIONERS ABSENT

Treasurer George Bridges (Arrived 4:07 pm)

STAFF PRESENT:

Executive Director Jay Lerner
Executive Assistant Sally Sandine, Superintendent of Community Relations 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, and Attorney George Bridges.

III. APPOINTMENT OF NEW COMMISSIONER

A. Approval of Resolution 2018-16 Accepting Commissioner Foley's Resignation and Declaring a Vacancy on the Board of Commissioners.

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to approve Resolution 2018-16 accepting the resignation of Commissioner Foley and declaring a vacancy on the Board. There was no discussion on the motion. On a roll call vote, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Bridges

Motion carried.

B. Approval of Resolution 2018-17, appointing Jacqueline H. Giron as Commissioner on the Board, to fill the vacancy caused by Commissioner Foley's Resignation.

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to approve 2018-17, appointing Jacqueline H. Giron as Commissioner on the Board, to fill the vacancy caused by

Commissioner Foley's Resignation. There was no discussion on the motion. On a roll call vote, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Bridges

Motion carried.

IV. CONSENT AGENDA

The Consent Agenda Items which include the Minutes of July 10, 2018, and July 24, 2018, Board Meetings, Accounts Payable, Payroll, Travel Expenses, and Financial Report.

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, 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, Giron, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Bridges

Motion carried.

Commissioner Bridges arrived at 4:07 p.m. Motion by Commissioner Kilkelly, seconded by President Jones, to seat Commissioner Bridges. The motion carried by a unanimous voice vote.

V. PUBLIC PORTION

Honorable Judge Charles Smith appeared and commended the Board and Staff on the design and location of the new Administrative Building. (Appeared at 5:10 p.m.)

VI. ACKNOWLEDGEMENTS & PRESENTATIONS

Mr. MacLean stated he invited youth who participated in the Summer Youth Working Program to the meeting and once they appeared, he would introduce them to the Board and present them with their certificates. Mr. Beverly introduced and presented Certificate of Appreciation to the following Summer Youth Green Team participants: Juan Ortiz, Jack Crisafulli, Joshua Davis, Brando Padilla and LaDarius Williams. Mr. Beverly said the summer youth program was a tremendous success. President Jones said he was pleased with the number of youth who participated in the two programs and he looks forward running it again next year.

VII. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. Director Lerner advised the Board he is in the process of preparing the strategic planning and that he will work with Staff

beginning in September 2018, with a follow up with the Board in October 2018.

B. Attorney Report: Attorney Bridges stated he would hold his report until the close of the meeting because he would be calling for a closed session discussion pending litigation.

C. Legislation/ IAPD Update: Director Lerner stated the State had officially released the OSLAD grant and applications are due October 1, 2018. He said they would submit an application specifically for King Park.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report. He stated HB4573 had recently been signed into law which should give the District greater investment opportunities. Commissioner Kilkelly asked about the “spend dynamics” mentioned in his report. Mr. Beckmann said every time the District issues a new Procurement Card (P-Card) the employee receives training in the purchasing policy and how to use the system. Commissioner Kilkelly said in light of recent headlines involving the County Board Chairman’s improper use of his P-Card, for personal purchases, she asked what assurances are in place to prevent a similar experience for the District. Mr. Beckmann says they continue to train staff and the fact they reconcile the P-Card statements every month.

D2. Parks: Mr. MacLean presented his monthly written report. Mr. MacLean reminded the Board of the upcoming Public Input Meetings. Commissioner Kilkelly questioned a recent event at Clearview Park wherein she had received several complaints. Director Lerner stated an organization that calls itself the “West Side Group” has been known to invite large numbers of people to attend different parks throughout the year. He said it often involves music and alcohol. He stated the group renames itself every so often and that it is very difficult to learn when they apply for a permit.

D3. Community Relations: Ms. Anderson presented her written report. Ms. Anderson stated the Open House at the new Administrative Building is scheduled for September 4, 2018, at 4:00 p.m.

D4. Recreation: Mr. Beverly presented his written report. He said the Partners in the Parks was a tremendous success, with the largest number of golfers attending since the event was established. President Jones asked how were the Movies in the Parks progressing. Mr. Beverly said it too is a success with more than 200 people regularly attending. Director Lerner said because of the popularity he will be looking to expand the event next year. Mr. Mayfield said as they began to bring the summer camps to a close, they are beginning to plan for the start of the after-school programs. , Deputy Superintendent of Sports Quincy Bejster reminded the Board the annual closing of the Field House for extensive cleaning is scheduled for August 31st through September 3rd. Mr. Beverly commended Mr. Bejster for coordinating the blood drive at the Field House.

VIII. REVIEW, DISCUSS, DECIDE

A. Approval of the G.O. Limited Tax Park Bonds 2018, Planning Letter, Schedule and Engagement Letter.

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve G.O. Limited Tax Park Bonds 2018, Planning Letter, Schedule and Engagement Letter. There was no discussion on the motion. On a roll call vote, the vote was as follows:

AYE: Kilkelly, Bridges, Johnson, Jones

NAY: None

ABSTAIN: Giron

ABSENT: None

Motion carried.

B. Approval of Bids and Quotes.

1. Approval to Purchase Field House Carpet replacement.

Motion by Commissioner Bridges, seconded by President Jones, to accept the low bid from Iskalis American Floor Show for the Field House Carpet replacement, in the amount of \$76,800. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Giron, Bridges, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

2. Acceptance of the 2018 Custodial Bid.

Mr. Beverly recommends approval and acceptance of the lowest responsible bid from Eco-Clean Maintenance for the District's custodial services. He stated the lowest bidder was Perfect Clean however he was not recommending this vendor because of past unsatisfactory performance. Motion by Commissioner Kilkelly, seconded by Commissioner Johnson to accept the low bid for the District's custodial service from Eco-Clean Maintenance, in the amount of \$99,091. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Giron, Bridges, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

3. Approval of Bonnie Brook Clubhouse Air Conditioning System Replacement.

Mr. MacLean recommends the acceptance and approval of the quote from McDonough Mechanical Services for the replacement of Bonnie Brook Clubhouse's Air Conditioning System, in the amount of \$19,615. Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to accept the low

quote from McDonough Mechanical Services for the replacement of Bonnie Brook Clubhouse's Air Conditioning System. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Giron, Bridges, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Election of Officers.

The Board by consensus agreed that the election of the officer for Vice President would proceed by way of nominations from the floor. President Jones nominated Commissioner Kilkelly for Vice President. No other nominations were made at which time Attorney Bridges declared the nominations closed. A unanimous voice vote confirmed the nomination.

D. Permission for Church Services.

Motion by Commissioner Bridges, seconded by Commissioner Giron to grant permission to the Latin Pentecostal Church to conduct their religious service at Washington Park on August 19, 2018. There was no discussion on this matter. The motion carried by unanimous voice vote.

IX. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Bridges commended the staff for the professional way in which they handled a recent capacity crowd at the Field House. Commissioner Giron thanked the Commissioners for their trust in appointing her to the Board. She also thanked Director Lerner for his well prepared and thought out orientation. Commissioner Kilkelly welcomed Commissioner Giron to the Board. Commissioner Johnson commended the Park Department for their outstanding work in maintaining the parks. President Jones said establishing the blood drive at the Field House was an exceptional idea for which the District should be proud.

X. MOTION TO MOVE TO CLOSED SESSION

Motion by Commissioner Bridges, seconded by President Jones, to enter into closed session to discuss pending litigation, pursuant to 5 ILCS 120/2(c)(11). On a roll called vote, the vote was as follows:

AYE: Kilkelly, Giron, Bridges, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried. The closed session convened at 5:20 p.m.

XI. MOTION TO RETURN TO PUBLIC SESSION

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to reconvene in open session. There was no discussion on the motion. The motion passed by unanimous voice vote. The Board reconvened in open session at 5:40 p.m.

XII. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

None.

XIII. ADJOURNMENT

There being no further business, Commissioner Bridges moved, seconded by Commissioner Johnson to adjourn the meeting at 5:40 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary