

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

Administration Center
1324 Golf Road
Waukegan, Illinois
October 9, 2018

I. CALL TO ORDER

President Marc Jones called the meeting to order at 4:30 p.m.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Marc Jones
Vice President Janet Kilkelly
Jeremiah Johnson

COMMISSIONERS ABSENT

Treasurer George Bridges (Seated 4:32 pm)
Jacqueline Giron (Arrived 4:37 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.

A. Approval to Allow Commissioner Bridges' Remote Participation.

Motion by Commissioner Kilkelly, seconded by President Jones to allow Commissioner Bridges' remote participation in the Board Meeting. There was no discussion on this matter. The motion passed by unanimous voice vote. Commissioner Bridges was allowed to participate at 4:32 p.m.

III. CONSENT AGENDA

The Consent Agenda Items which include the Minutes of September 11, 2018, and October 1, 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, Bridges, Johnson, Jones
NAY: None
ABSTAIN: None
ABSENT: Giron

Motion carried.

IV. PUBLIC PORTION

Rich Seremak voiced his support for including a swimming pool in the Corrine Rose Park. They talked about the importance of having the pool in that park to teach aquatic skills. They argued the recent number of drownings of minority youth, at the lakefront, also supported the need to have a pool on the south side of Waukegan. Lastly, they said by not having a pool, would be a further sign of the inequity in park access.

Commissioner Giron arrived at 4:37 p.m. Motion by Commissioner Kilkelly, seconded by President Jones, to seat Commissioner Giron. The motion carried by a unanimous voice vote.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Josh Bill, President of the Waukegan Historical Society, presented a letter thanking the Board for their support of the Foundation and the recent painting of the Haines House building.

President Jones was presented with a traditional apron for the upcoming Exchange Club Pancake Breakfast by Former Commissioner Patricia Foley.

VII. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. Director Lerner reported he had scheduled the Strategic Planning session for October 23, 2018, and that he had included a planning worksheet in the Commissioners' packets.

B. Attorney Report: Advised the Board he would be recommending they remove the anti-panhandling ordinance in light of recent case litigation. Attorney Bridges said a federal judge has recently ordered the City of Springfield to pay more than \$330,000 to attorneys who represented two panhandlers in the legal fight over anti-panhandling laws in the city. He said the order came after the panhandling ban in Springfield was found to have violated the panhandlers' First Amendment rights.

C. Legislation/ IAPD Update: Director Lerner reminded the Commissioners of the "Best of the Best" Awards ceremony on Friday, October 12, 2018.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report. He stated that the District had received a total of \$10,747,494.25 of the Real Estate Tax Revenue which represents 97.04% of the projected levy distributions. Commissioner Kilkelly suggested GolfVisions instituted more family golf day in an effort to increase the golf revenue.

D2. Parks: Mr. MacLean presented his monthly written report. Mr. MacLean presented pictures of the completed Washington Park trail. He stated staff is considering installing permanent ice rinks in two parks beginning this winter season. Commissioner Giron asked if the District had any responsibility to address the standing water problem near Diversity Park. She stated a number of parents had contacted the property owner about the standing water and the problem remains.

Mr. MacLean said the property, where the standing water is located, is not District property. He said he believes it belongs to the Home Owner Association adjacent to the park.

D3. Community Relations: Ms. Anderson presented her written report. Ms. Anderson stated the District would pursue obtaining an OSLAD and Community Block grant.

D4. Recreation: Mr. Beverly presented his written report. He advised the Board of the upcoming special events and the fact that the second-grade swimming lessons and field trips had started for this school year. Mr. Mayfield said the tour of homes event was a tremendous success and it had drawn more than 400 attendees with one coming from the state of Tennessee. Mr. Bejster stated 61 school kids from Carman-Buckner had participated in the Field House learn to swim program. He said the Family Bash is scheduled for the first Thursday in November. Mr. Bejster stated the Bears Mini-Monster Event had more than 100 area school children participate, where they learned life skills and how to fulfill their dreams.

VIII. REVIEW, DISCUSS, DECIDE

A. Approval of the Waukegan Port District Letter of Intent.

Mr. MacLean presented the Waukegan Port District Letter of Intent to enter into negotiations to create a playground and park space at the Waukegan Harbor. Motion by Commissioner Johnson, seconded by President Jones, to approve the Waukegan Port District and Waukegan Park District Letter of Intent. Commissioner Bridges asked if the District installed the playground equipment who would be responsible for maintaining the equipment. Mr. MacLean said those details would be delineated in the IGA. There was no further discussion on the matter. The motion carried by a unanimous voice vote.

B. Approval of the Corrine J. Rose Park Redesign.

Mr. Johnson from the AT Group presented the redesign plans for the Corrine J. Rose Park. He stated Option 4 includes demolishing the existing aquatic facility, installing a sizeable recirculating splash pad, new concession and washroom structures. He said the proposed park improvements would also include parking lots, playground bocce court, fitness pad, and park shelters. He recommended approval of Option 4. Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve Option 4, the Corrine J. Rose Park Redesign. Commissioner Bridges requested the proforma financial statement for Option 4. Director Lerner said he would provide the cost estimate to the seasonal operation of the splash pads. There was no further discussion on the matter. On the roll call, the vote was as follows:

AYE: Giron, Kilkelly, Johnson, Jones

NAY: Bridges

ABSTAIN: None

ABSENT: None

Motion carried.

C. Approval of Hitchcock Design Group Proposal for Corrine J. Rose Park.

Mr. Johnson from the AT Group stated the District received two proposals for architectural services of

the park redesign. He said one was from Williams Architects and the other from Hitchcock Design Group. He stated Hitchcock Design has worked with the District on a number of projects all of which were satisfactorily completed. He said the Hitchcock Design Group Proposal was very favorable and he recommends Board's approval. Attorney Bridges stated the Board would need a properly completed AIA-Owners Architect Agreement. Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to approve Hitchcock Design Group Proposal for Corrine J. Rose Park. There was no further discussion on the matter. On the roll call, the vote was as follows:

AYE: Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Termination of Williams Architects Agreement.

Mr. Johnson stated with the approval of the Hitchcock Design Proposal he recommends termination of Williams Architects Agreement. Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to terminate the Williams Architects Agreement. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

E. Approval of the Armory Park Playground Installation Quote.

Motion by President Jones, seconded by Commissioner Giron, to approve the low quote from Hacienda Landscaping for the installation of the Armory Park playground equipment in the amount of \$21,550.00. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

F. Approval of the Bowen Park Gazebo Purchase.

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to approve the Bowen Park Gazebo purchase from Grounds For Play, in the amount of \$21,639.80. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Giron, Bridges, Kilkelly, Johnson, Jones
NAY: None
ABSTAIN: None
ABSENT: None

Motion carried.

G. Approval to Purchase a 2018 Ford Wheelchair Handicap Passenger Bus.

Mr. MacLean recommends the Board waive the bidding requirements and accept the quote from Best Bus Sales for the purchase of a 2018 Ford Wheelchair Handicap Passenger Bus. Mr. MacLean stated the bus they are recommending is unique and is best suited for the District's needs. He asked the Board to waive the bid requirement and accept the quote from Best Bus Sales, in the amount of \$61,287.00. Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to waive the bid requirement and accept the quote from Best Bus Sales, as a sole source and one that is in the best interest of the Park District, in the amount of \$61,287.00. Commissioner Giron asked if possible litigation could result from sole source purchases. Attorney Bridges stated there's always the possibility of a lawsuit when a sole source procurement is made. Attorney Bridges told the Board that the Illinois Procurement Act allows sole source purchases and that he had provided guidelines to staff to assist them in establishing their justification for such purchases. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, Johnson, Jones
NAY: None
ABSTAIN: Giron
ABSENT: None

Motion carried.

H. Approval to Purchase Recreation Management Software.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve purchase of Recreation Management Software from Vermont Systems, Inc., in the amount of \$18,300.00. There was no discussion on the matter. On the roll call, the vote was as follows:

AYE: Giron, Bridges, Kilkelly, Johnson, Jones
NAY: None
ABSTAIN: None
ABSENT: None

Motion carried.

IX. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Kilkelly asked if the work products from William Architects would be turned over to the District before we paid the last invoice. Director Lerner stated they have all the plans and designs in electronic format, however, if they discover something is missing or they need further information from Williams Architects, they will request it. He stated there are two outstanding invoices from them

and he would be seeking a reduction from those two invoices. She also inquired of Director Lerner if they had spoken with Jeffrey McBride about installing bathrooms and T-ball equipment in King Park. Director Lerner stated they have been in communication with Mr. McBride and will try and incorporate some of his suggestions into the park. Commissioner Bridges thanks staff for such a professionally run Mini-Monster Event. He said no one was injured and the students had fun and were fully engaged.

X. MOTION TO MOVE TO CLOSED SESSION

Motion by Commissioner Kilkelly, seconded by President Jones, to enter into closed session to discuss the purchase or lease of real estate, pursuant to 5 ILCS 120/2(c)(5). On a roll called vote, the vote was as follows:

AYE: Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

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

XI. MOTION TO RETURN TO PUBLIC SESSION

Motion by Commissioner Giron, seconded by President Jones, 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 7:00 p.m.

XII. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

None.

XIII. ADJOURNMENT

There being no further business, Commissioner Giron moved, seconded by President Jones to adjourn the meeting at 7:00 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary