

MINUTES OF SPECIAL BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT  
Administration Center  
1324 Golf Road  
Waukegan, Illinois  
January 22, 2019

**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 Kilkelly  
Jeremiah Johnson

COMMISSIONERS ABSENT

Treasurer George Bridges  
Jacqueline Herrera Giron

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. PUBLIC PORTION**

None.

**IV. ACKNOWLEDGEMENTS & PRESENTATIONS**

Mr. Beverly introduced Jossue Sanchez Perez as the Recreation Department new employee. Mr. MacLean had Mr. Brad Wedge, an employee of the Parks Department, attend the Board meeting where he was recognized for receiving the Midwest Institute of Park Executives Outstanding Park Employee award.

Commissioner Bridges arrived at 4:35 p.m. Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to seat Commissioner Bridges. The motion carried by a unanimous voice vote.

**V. REVIEW, DISCUSS, DECIDE**

A. Approval of the Rose Park Demolition Bid Package.

Mr. Jim Johnson from the AT Group stated the District had publicly opened the bids for the demolition work at Corrine J. Rose Park in conjunction with the aquatic center plan. He provided the Board with a summary of the bids received. Mr. Johnson stated the company that submitted the lowest bid was Omega III from Elgin, Illinois, in the amount of \$174,406.00. Mr. Johnson said it was the consensus

of the Project Team to recommend that this bid be rejected as not being responsive to the bid request. He said Omega III had failed to acknowledge receipt of all of the addendums, failed to use the correct bid form, and lastly, failed to provide quotes for the key elements of the project and in fact, they provided quotes for items that have been deleted. Johnson stated as a result of their bid deficiencies he does not believe Omega III is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

Commissioner Herrera Giron arrived at 4:45 p.m. Motion by Commissioner Kilkelly, seconded by Commissioner Bridges, to seat Commissioner Herrera Giron. The motion carried by a unanimous voice vote.

Mr. Johnson stated the Project Team recommends the Board rule Omega III's bid as being nonresponsive to the District's bid request. Mr. Johnson said he recommend the Board award the contract to Kanzler, in Wauconda, Illinois, in the amount of \$223,990.70, as the lowest responsible bidder. Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, to accept Kanzler as the lowest responsible bidder for the Corrine J. Rose demolition project. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Herrera Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

B. Approval of the Splashtacular Engineering Agreement for Corrine J. Rose Park Project.

Mr. Jim Johnson recommended the Board approve the Splashtacular Engineering Agreement for Corrine J. Rose Park Project. Motion by President Jones, seconded by Commissioner Johnson, to approve the Splashtacular Engineering Agreement for Corrine J. Rose Park Project for a design fee of \$20,000.00. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Herrera Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Approval to Engage Water Odyssey to Design the Splash Pad at Corrine J. Rose Park.

Mr. MacLean recommended the Board approve engaging Water Odyssey to design the spray feature for the Corrine J. Rose Park splash pads. Mr. MacLean stated the District is not currently entering into a contract with them; instead it is only requesting that they prepare the spray features that would be incorporated in the project design. Commissioner Kilkelly asked what was amount being charged for Water Odyssey's design services. Director Lerner stated this request is only to obtain approval to work with Water Odyssey. Commissioner Herrera Giron noted that the agenda suggests the District would

be hiring Water Odyssey. Mr. MacLean stated he did not prepare the agenda, and that he is only seeking approval to work with Water Odyssey. Attorney Bridges said after reviewing the agenda, he contacted Director Lerner to get a copy of the contract for Water Odyssey's design services. He stated Director Lerner advised him there is no contract because they are not hiring them at this point, but instead, they are having them design the spray features that would be ultimately used in the bidding process. Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve engaging Water Odyssey to Design the spray feature for the Corrine J. Rose Park splash pads. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Herrera Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

#### D. Review of the Strategic Plan Draft.

Chuck Balling and Barbara Cremin from GovHr facilitated the Board's Strategic Planning workshop. They focused their efforts on helping the Board better understand their current situation; discuss and articulate a desired future state of the District; explore how to get there; and align around a detailed action plan for achieving their goals.

Director Lerner provided a summary of Strategic Plan Draft and discussed how it would be used to set priorities and focus resources to ensure the District continues working toward meeting the needs of the community in response to an ever-changing environment. Director Lerner stated they would continue to refine the Plan with GovHr and present the final Plan for Board's approval at the February meeting. Commissioner Herrera Giron asked how were the goal and strategies developed that were listed in the Plan. Director Lerner stated the goals were established after having conducted community and organization surveys, and a survey of his staff leadership team.

#### E. Recreation Department Program Updates.

Mr. Beverly stated the Recreation Departments function is to provide recreational programs to meet the needs of all persons in our community. He then introduced several members of his staff to give an update on some of the department programs. The three presenters were Pat Coleman, Bryan Escobar, and Javier Martinez. Programs such as S.T.E.A.M., "Ernie the Bearded Dragon," the Museum Exhibits that included the African-American Experiences and the Lincoln Experiences, and the Program Teaching Vital Life Skills, where they were providing safe places to play, building self-esteem, which all increase community pride. The update stressed how the Recreation Department strives to create community through people and programs, giving those from pre-school age through senior citizens the opportunity to participate in a wide variety of activities.

## VI. COMMISSIONERS QUESTIONS & COMMENTS

President Jones commended the staff on the outstanding presentation as well as the excellent programs being offered by the Recreation Department. Commissioner Johnson said he was quite impressed with

the programs being offered and the energy expressed through the presentations, to serve our community. Commissioner Bridges said the program update was awesome and that the presentation clearly shows Director Lerner's commitment to the professional development of his staff. Commissioner Herrera Giron said she was impressed with the fantastic work being done in the Recreation Department and the enthusiasm displayed by the presenters.

## **VII. MOTION TO MOVE TO CLOSED SESSION**

Motion by Commissioner Bridges, seconded by Commissioner Herrera Giron, to enter into closed session to discuss the Purchase or Lease of Real Estate, pursuant to 5 ILCS 120/2(c)(5), and to discuss Pending or Imminent Litigation, pursuant to 5 ILCS 120/2(c)(11). On a roll called vote, the vote was as follows:

AYE: Herrera Giron, Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: None

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

Motion by Commissioner Johnson, seconded by Commissioner Bridges, 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 6:35 p.m.

## **VIII. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION**

None.

## **IX. ADJOURNMENT**

There being no further business, Commissioner Bridges moved, seconded by Commissioner Johnson, to adjourn the meeting at 6:35 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

George Bridges  
Secretary