

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

Administration Center
1324 Golf Road
Waukegan, Illinois
March 12, 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

Vice President Janet Kilkelly
Jeremiah Johnson
Jacqueline Herrera Giron

COMMISSIONERS ABSENT

President Marc Jones
Treasurer George Bridges

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 Sports Quincy Bejster,
Deputy Superintendent of Recreation and Arts Mike Mayfield, Benjamin Richards, Ty Rohrer, and
Attorney George Bridges.

Commissioner Bridges arrived at 4:32 p.m. Motion by Commissioner Johnson, seconded by
Commissioner Herrera Giron, to seat Commissioner Bridges. The motion carried by a unanimous
voice vote.

III. CONSENT AGENDA

The Consent Agenda Items which include the Board Minutes of February 5, 2019, February 12, 2019,
and February 26, 2019, Accounts Payable, Payroll, Travel Expenses, Financial Report, and
authorization to receive bids and quotes.

Motion by Commissioner Johnson, 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: Herrera Giron, Bridges, Kilkelly, Johnson
NAY: None
ABSTAIN: None
ABSENT: Jones

Motion carried.

IV. PUBLIC PORTION

None.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Jackie Pearce, the Risk Manager Consultant from PDRMA, presented the District with a Risk Management Incentive Award / Check for the District's work in identifying risks and exposures related to claims and losses, and implementing loss-control procedures for employees to follow. She also announced that Tanya Brady had been selected to Chair PDRMA's Risk Management Board.

VI. PROGRESS REPORTS

A. Executive Director Lerner presented his written report.

B. Attorney Report: Stated he would present his material in the Review and Decide portion.

C. Legislation/ IAPD Update: Director Lerner stated that Legislative Breakfasts are scheduled for April 30, 2019, and May 1, 2019.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report. He stated he had submitted the annual list of exempt properties to Chief County Assessor's Office. He said the last budget workshop is scheduled for March 26, 2019.

D2. Parks: Mr. MacLean presented his monthly written report. He stated he included a Letter of Intent from Beacon Place to place a small community garden on the grounds of King Park. He said he met with Julie Rose, the daughter of Corrine J. Rose, last week and presented her with the Corrine J. Rose sign that had been attached to the previous Administrative Building.

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

D3. Community Relations: Ms. Anderson presented her written report. Ben Richards advised the Board the District was awarded a \$10,000 Community Block Grant from the City of Waukegan for King Park renovations.

D4. Recreation: Mr. Beverly presented his written report. He stated the theme for this year's Independence Day Parade is "United We Stand," and the Grand Marshall will be Janet Keller. Mr. Rohrer advised the Board that the American Library Association's United for Libraries network, in partnership with the Illinois State Library and Illinois Center for the Book, has designated Ray Bradbury Park as a Literary Landmark. He said this is the first park in Lake County to be designated a Literary Landmark. He said the unveiling ceremony is scheduled for March 16, 2019, and it is set to begin at 4:51 p.m. in honor of Bradbury's novel Fahrenheit 451. Mr. Mayfield stated the District would have its first annual S.T.E.A.M. Discovery Program (S: physical and Social SCIENCES; T: Incorporation of TECHNOLOGY; E: Principles of ENGINEERING and Design; A:

English Language ARTS; M: Application of MATHEMATICS) on March 16, 2019. Mr. Bejster stated the Sports Park would be opening this weekend for the new season.

VII. REVIEW, DISCUSS, DECIDE

A. Approval of Interfund Transfers.

Mr. Beckmann presented his memorandum seeking authorization to make a number of Interfund Transfers as listed.

<u>Funds</u>	<u>From</u>	<u>To</u>
Working Cash (11-11-11-583-9999) Corporate (01-11-11-473-9999) Purpose: Annual budgeted interest transfer.	\$ 3,600	\$ 3,600
Corporate (01-11-11-583-9999) IMRF (15-11-11-473-9999) Purpose: Transfer to maintain fund balance.	\$25,000	\$25,000
Corporate (01-11-11-583-9999) FICA (14-11-11-473-9999) Purpose: Transfer to maintain fund balance.	\$75,000	\$75,000
Corporate (01-11-11-583-9999) Museum (10-11-11-473-9999) Purpose: Unbudgeted transfer to maintain fund balance.	\$125,000	\$125,000
Corporate (01-11-11-583-9999) Insurance (13-11-11-473-9999) Purpose: Unbudgeted transfer to maintain fund balance.	\$125,000	\$125,000
Memorial/Endow. (#51 Rec. Sponsorship) (16-11-11-583-9999) Recreation (02-13-13-473-9999) Purpose: To offset various program.	\$ 2,250	\$ 2,250
Memorial/Endow. (#51 Rec. Sponsorship) (16-11-11-583-9999) Recreation (02-48-88-473-9999) Purpose: To offset end of year costs.	\$ 1,844	\$ 1,844
Memorial/Endow. (#51 Rec. Sponsorship) (16-11-11-583-9999) Recreation (08-48-66-473-9999) Purpose: To offset Leisure education expenses.	\$ 75	\$ 75
Memorial/Endow. (#43 Rec. Sponsorship) (16-11-11-583-9999) Recreation (02-97-81-473-9999) Purpose: BASE program financial assistance.	\$ 1,320	\$ 1,320

Memorial/Endow. (#42 Rec. Sponsorship) (16-11-11-583-9999)	\$ 2,700	
Recreation (08-48-24-473-9999)		\$ 2,700
Purpose: To subsidize scholarships.		
Memorial/Endow. (#42 Rec. Sponsorship) (16-11-11-583-9999)	\$ 300	
Recreation (08-48-86-473-9999)		\$ 300
Purpose: To subsidize scholarships.		
Recreation (08-16-00-583-9999)	\$14,348.40	
Memorial/Endow. (#42 Rec. Sponsorship) (16-11-11-583-9999)		\$14,348.40
Purpose: To hold the Polar Bear Plunge.		

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve the Interfund Transfers. 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 Washington Park Fence Replacement.

Mr. MacLean recommends the acceptance and approval of the low quote from Custom Built Commercial Fence, for the replacement of Washington Park Fence, in the amount of \$21,510.00. Motion by Commissioner Bridges, seconded by Commissioner Herrera Giron, to accept the low quote from Custom Built Commercial Fence, for the replacement of Washington Park Fence. Commissioner Bridges reminded Mr. MacLean that the memorandum should include the names of vendors in which quotes were sought. 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.

C. Approval of the Ordinance 2019-03, Amending the Ordinance Regulating Personal Conduct.

Attorney Bridges stated he was notified by Ms. Brady of a complaint filed by one of the District's patrons regarding taking pictures in the locker room. He noted the complaint essentially consisted of the patron complaining about another patron using her cell phone in the women's locker room, to take a Selfie, and that she was upset because she believes the Selfie, in fact, captured an image of her as well. He said Ms. Brady stated PDRMA recommended the District adopt an Ordinance to address the use of cell phones in District's locker rooms and restrooms. Motion by Commissioner Bridges,

seconded by Commissioner Kilkelly, to approve the Ordinance 2019-03. Commissioner Herrera Giron questioned if there was a plan in place to educate staff and patrons, on the new ordinance. Mr. Beverly stated if the Ordinance is approved the District would put up the appropriate signage and, advise and educate staff, as well as patrons of the ordinance. There was no further discussion on this matter. On the roll call, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: Herrera Giron

ABSTAIN: None

ABSENT: None

Motion carried.

D. Approval of Resolution 2019-06 to Designating Ray Bradbury Park as a National Literary Landmark.

Mr. Beverly stated staff is seeking approval of Resolution 2019-06, designating Ray Bradbury Park as a National Literary Landmark. Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve Resolution Number 2019-06. 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.

E. Corrine Rose Park Update.

None was presented.

F. Approval of the Bayer "Feed A Bee" Program Grant.

Ms. Anderson advised the Board the District had been awarded a \$5,000 grant from Bayer "Feed A Bee" Program, and she wanted to know if the Board agreed with accepting the grant. Attorney Bridges stated at the request of Ms. Anderson he had reviewed Bayer's agreement and that he did not find any legal objections to accepting the grant. He stated that the "Feed A Bee" Program is an initiative to improve the health of bees by increasing forage and thereby increasing food for bees. Attorney Bridges said the grant proposal primarily addresses the District promotion of Bayer through social media and other news outlets about the program. He stated the initial reading of the proposal gives one pause, that this is simply a public relations campaign for Bayer. There was no further discussion on this matter. Motion by Commissioner Bridges, seconded by Commissioner Johnson, to reject the Bayer "Feed A Bee" Program grant. On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

G. Approval of Resolution 2019-07, Approving the Purchase and Sale Agreement of the Property at 1900 Belvidere Road.

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve Resolution Number 2019-07, approving the purchase and sale agreement of the Property at 1900 Belvidere Road for the amount not to exceed \$175,000. 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.

H. Approval of Resolution 2019-03, Bestowing the Jack Benny Arts & Humanities Award to Beverly Millard; Approval of Resolution 2019-04, Bestowing the Patron of the Year Award to Eric Romero; and Approval of Resolution 2019-05, Bestowing the Volunteer of the Year Award to Growing Healthy People.

Motion by Commissioner Bridges, seconded by Commissioner Kilkelly, for approval of Resolution 2019-03, bestowing the Jack Benny Arts & Humanities Award to Beverly Millard; approval of Resolution 2019-04, bestowing the Patron of the Year Award to Eric Romero; and approval of Resolution 2019-05, bestowing the Volunteer of the Year Award to Growing Healthy People. 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.

VIII. COMMISSIONERS QUESTIONS & COMMENTS

None.

IX. ADJOURNMENT

There being no further business, Commissioner Bridges moved, seconded by Commissioner Johnson to adjourn the meeting at 5:50 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary