

MINUTES OF COMMITTEE OF THE WHOLE BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT  
Administration Center  
1324 Golf Road  
Waukegan, Illinois  
March 26, 2019

**I. CALL TO ORDER**

Vice President Janet Kilkelly 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 Finance & Administration Jon Beckmann,  
Superintendent of Recreation Errick Beverly, Superintendent of Parks Scott MacLean, Superintendents  
of Community Relations Teddy Anderson, Deputy Superintendent of Recreation and Arts Mike  
Mayfield and Deputy Superintendent of Sports Quincy Bejster.

**III. PUBLIC COMMENT**

None.

**IV. ACKNOWLEDGEMENTS & PRESENTATIONS**

None.

**V. TOPICS**

A1. Draft FY 2019-20 Budget & Capital Improvement Plan.

Mr. Beckmann presented the Board with a draft copy of the FY 2019-20 Budget & Capital Improvement Plan. He stated that we are budgeting more than \$20 million dollars, with tax money going up more \$234,000. He noted we had a good year interest wise, with a budget of \$239,000 and an actual amount of \$327,000. He does expect that will decrease since we are using some of the money for the Rose Park project and there will be less funds earning interest. He noted that the zeros for GolfVisions are still in our software though their budget comes from GolfVisions. Next page is expenses, with more than \$27 million in expenses. He highlighted the minimum wage increase, and we are expecting to spend about \$1.2 million next year. We do not have a balanced budget, since we are drawing down our capital and reinvesting that money. If you took into account our normal capital outlay, we would have a balanced budget.

The following pages are a breakdown by funds, with a total of 15 funds.

Jon commended Jay and the staff for making cuts where needed and working hard to obtain financial savings where feasible. If any questions, he would be happy to answer them. The final version of this budget will be presented for approval at the April 23rd Special Board Meeting.

A2. Financial Update.

Mr. Beckmann highlighted the 2018 Tax Levy Outcome and will update the board once that information becomes available. It will likely be available the first or second week of April, as the County is changing its software.

Mr. Beckmann stated that he is obligated to inform the board of the fund balance projections. He outlined that the tax objection determination information is in this packet, and he reviewed the highlights of the calculations used and accounting fixes to be done during the upcoming audit. He reviewed cash balances versus fund balance and noted that projected fund balances through 2020 are in the packet. While this can be managed over time, we do have additional funding in the capital fund. He stated that actual numbers will replace these projections once the audit is complete, likely in October or November of this year.

Mr. Beckmann responded to questions about the material he presented.

A3. Draft Ordinance 2019-04 Supplemental Appropriation Amendment for FY beginning May 1, 2018 and ending April 30, 2019.

Mr. Beckmann stated that each year we must do a Supplemental Appropriation Amendment if we go over our legal spending authority. Therefore, we will present Ordinance 2019-04 for approval at the April 23rd Special Board Meeting. He gave an example using the Corporate Fund and based on the Ben Diamond accident that left us with more charges than had been budgeted for. The ordinance allows him to raise or lower an appropriation as needed. He stated that the district had done a great job of maintaining budget requirements.

**VI. COMMISSIONERS QUESTIONS & COMMENTS**

Mike Mayfield made an announcement that the Special Recreation Department had received the Power Play grant in the amount of \$1,000.

Theodora Anderson stated that the district has been awarded a Community Development Block Grant in the amount of \$10,000. In addition, she stated that the district had received word that the district had received three honors from the Daily Herald Best of the Best contest.

Vice President Kilkelly thanked Jon and his staff for the work in preparing the budget.

## **VII. ADJOURNMENT**

There being no further business, Commissioner Herrera Giron moved, seconded by Commissioner Johnson to adjourn the meeting at 4:45 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Sally Sandine  
Acting Secretary

/ss