

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
1324 Golf Road
Waukegan, Illinois
April 9, 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
Treasurer George Bridges
Jeremiah Johnson

COMMISSIONERS ABSENT

Vice President Janet Kilkelly
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 Sports Quincy Bejster,
Deputy Superintendent of Recreation and Arts Mike Mayfield, Ty Rohrer, and Attorney George
Bridges.

III. CONSENT AGENDA

The Consent Agenda Items which include the Board Minutes of March 12, 2019, and March 26, 2019,
Accounts Payable, Payroll, Travel Expenses, and Financial Report.

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

Motion carried.

IV. PUBLIC PORTION

None.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Mr. Beckmann advised the Board that the District was the recipient of the Government Finance Officers Association (GFOA) Award for its achievement in financial reporting. He then introduced his Staff and commended them for their hard work and dedication to excellence.

VI. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. Director Lerner stated that Joseph Krepplein the Waukegan Police Department park patrol liaison officer had retired from the police department and that Waukegan police officer Mark Johnson had been assigned to the position.

B. Attorney Report: None.

C. Legislation/ IAPD Update: Director Lerner reminded the Commissioners of the Legislative Breakfasts scheduled in Springfield.

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

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report. Mr. Beckmann stated the Tax Levy results had been reported and the District's Equalized Assessed Value (EVA) had increased 8%. He said he had submitted the annual homestead exemptions list to Assessor's Office, and that he is currently working on the P.I.N. consolidation for King Park. Mr. Beckmann reported the District's IMRF employers' rate is currently 9.8%. He said because of IMRF's projected earnings loss of 4%, IMRF has increased next year's employers rate to 14.7%. He said the new rate would be reflected in the upcoming annual budget.

D2. Parks: Mr. MacLean presented his monthly written report. He reminded the Board that Earth Day is scheduled for April 20th at Washington Park and that it would be conducted along with the fire department and the public. He said the Parks and Restrooms would be open beginning this week.

D3. Community Relations: Ms. Anderson presented her written report. She advised the Board the New Program Guides were printed and should be in the homes of our residents this week.

D4. Recreation: Mr. Beverly presented his written report. He stated Field House memberships continue to grow, and currently they are 23 members shy of reaching 7,000 memberships. He also congratulated and recognized Ty Rohrer on being named Chairman of the Waukegan Arts Council. Mr. Mayfield stated the District hosted the Waukegan and Gurnee Fire Department Hockey match and raised approximately \$2,000 for Special Rec. Scholarships.

VII. REVIEW, DISCUSS, DECIDE

A. Approval of Final Rose Park Design.

Mr. Jerry Aulisio, of the AT Group and Eric Hornig from Hitchcock Design Group, presented an update of the Corrine J. Rose Park design and requested Board approval. Director Lerner stated he had worked with Attorney Bridges and Andrew Payne from Tressler LLP, to review the bidding procedures as it applies to Splashtacular submitting their bids for the project. He stated Mr. Payne agreed with the AT Group, Hitchcock Design, and Staff recommendation that the Rose Park Design was too complicated, due to the requirement for specialized equipment and components, to follow standard bid procedures. Attorney Bridges stated he had initial concerns about waving the bidding requirement to award the contract to Splashtacular. He stated he referred the matter to Tressler LLP to obtain their legal opinion. He said Attorney Payne having researched the matter, and after speaking with Mr. Aulisio, Mr. Hornig, and staff members, he maintains they articulated numerous reasons to justify the purchase, essentially as a sole source procurement for this project; with the sole source being Splashtacular. President Jones said he wanted to make it clear that when they approve bids for this project that the Board would not be approving bids for Splashtacular Design and Equipment. Mr. Hornig said that the Board would, however, be required to approve the installation bids for Splashtacular's equipment.

B. Approval of RomTech Design Drawings for Rose Park Concessions and Restrooms.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve RomTech Design Drawings for Rose Park Concessions and Restrooms. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

C. Authorization to Receive Bids for Corrine J. Rose Park Project.

Motion by President Jones, seconded by Commissioner Johnson, to authorize letting of Bids for Corrine J. Rose Park Project. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

D. Approval of Ordinance 2019-05 for the Disposal of Surplus Property.

Motion by Commissioner Bridges, seconded by Commissioner Johnson to approve Ordinance 2019-05 for the Disposal of Surplus Property. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

E. Approval of Interfund Transfers.

Mr. Beckmann presented his memorandum seeking authorization to make the following Interfund Transfer:

<u>Funds</u>	<u>From</u>	<u>To</u>
Corporate (01-11-11-583-9999)	\$700,000	
Capital (30-11-11-473-9999)		\$700,000

Purpose: A partial budgeted Capital Fund Transfer.

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve the Interfund Transfer. There was no discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

F. Contractual Mowing Services Quote.

Mr. MacLean recommended the Board accept the low quote from G & S Services, of Waukegan, Illinois, for the one (1) year contractual mowing service for thirteen (13) of the District's parks, in the amount of \$24,960. Director Lerner said he asked Kristy DeBoer to attend to address any Commissioners questions on the procedures used to obtain quotes. Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to accept the low quote from G & S Services, for the one (1) year contractual mowing service, in the amount of \$24,960. Commissioner Bridges said he disagrees with contracting out mowing services and would rather have the District hire employees to perform the service. There was no further discussion on this matter. On the roll call, the vote was as follows:

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

Motion carried.

G. Permission for Church Services.

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson to grant permission to Trinity United Lutheran Church to conduct their religious service at Janet Morrison Picnic Center, Bowen Park on August 18, 2019. There was no discussion on this matter. The motion carried by unanimous voice vote.

H. Approval of Intergovernmental Agreement for Permit Applications.

Matter withdrawn.

VIII. COMMISSIONERS QUESTIONS & COMMENTS

President Jones and Commissioner Kilkelly congratulated Commissioners Bridges, Johnson, and Herrera Giron, on the success of their recent election. Commissioner Johnson reminded the Board of the opening baseball game at Bevier Park on April 20, 2019. Commissioner Bridges commended both the Waukegan and Gurnee Fire Departments for their outstanding performance and community support for participating in the 2nd Annual Hockey contest. He said the funds raised will be a tremendous help for Special Rec.

IX. ADJOURNMENT

There being no further business, Commissioner Bridges moved, seconded by Commissioner Johnson to adjourn the meeting at 5:30 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary