

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
1324 Golf Road
Waukegan, Illinois
June 11, 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 Jeremiah Johnson
Janet Kilkelly

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

III. PUBLIC HEARING FY2019-20 BUDGET and APPROPRIATION ORDINANCE #19-06

A. PURPOSE OF PUBLIC HEARING

The Public Hearing commenced at 4:33 p.m. Mr. Beckmann stated that the purpose of the Public Hearing was to review and receive public comment on the proposed Appropriation Ordinance for the fiscal year beginning on the 1st day of May 2019 and ending on the 30th day of April 2020, pursuant to Illinois Municipal Budget Law.

Mr. Beckmann stated in this portion of the hearing; the public is invited to respond to the FY 2019-2020 Appropriation Ordinance, which outlines the maximum amount of expenditures the Park District can make. He provided the total amount of the appropriation. He further announced that copies of the Annual Budget and Appropriation Ordinance have been conveniently available and that notice of said hearing had been given at least one week before today's hearing by publication in a newspaper.

B. PUBLIC COMMENTS

Mr. Beckmann then called for comments from the Public who were attending the meeting. There were no comments or questions from the public.

C. COMMISSIONER COMMENTS

Mr. Beckmann then called for comments from the Commissioners present. There were no comments or questions from the Commissioners.

D. PUBLIC HEARING ADJOURNMENT

There being no further discussion, Commissioner Kilkelly moved, seconded by President Jones, to adjourn the Public Hearing. On a roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried. The Public Hearing was adjourned at 4:36 p.m.

IV. CONSENT AGENDA

The Consent Agenda Items which include the May 2, 2019, Golf Advisory Minutes, and the Board Minutes of May 14, 2019, and May 28, 2019; 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 further discussion on the motion. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

V. PUBLIC PORTION

None.

VI. ACKNOWLEDGEMENTS & PRESENTATIONS

Benjamin Richards introduced the 2019 recipients of the District's \$1,000 scholarship awards. He said the scholarships are awarded to students who live in the District, and who will be enrolled in college or trade school in the fall of this year. He said the funds to support this program had been secured through private donations and gifts in the District's Memorial Endowment. The recipients were: Guadalupe Bueno; Luis Gonzales; Xitlali Ramirez; Kelvin Trejo; and Andrian Ayala.

Sandra Petroschius, Chair of the Ray Bradbury Experience Museum, advised the Board of the construction that is underway at the Ray Bradbury Experience Museum, in downtown Waukegan. She said the museum is designed to engage visitors in Bradbury's imagination through his stories and vision of a better world. She stated the museum would be located at 13 North Genesee St., Waukegan.

VII. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. He reminded the Board there would not be a Committee of Whole Meeting in light of the Corrine J. Rose Park groundbreaking ceremony. Director Lerner said the next regular meeting had been scheduled for July 2, 2019.

B. Attorney Report: None.

C. Legislation/ IAPD Update: Executive Director Lerner stated the District had been informed the State would award OSLAD grants again this year.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report as well as PDRMA’s 2019 Annual Report. Mr. Beckmann stated with the number of days in which it has rained, the golf course staff has had to continuously address the accumulation of water on several areas of the course.

D2. Parks: Mr. MacLean’s monthly report was presented to the Board.

D3. Community Relations: Ms. Anderson presented her written report. She presented the Gold Medal Video that was submitted to the National Recreation and Park Association (NRPA) for their consideration in awarding the 2019 Gold Medal.

D4. Recreation: Mr. Beverly presented his written report. He stated they have restarted playing Movies in the Parks. Mr. Mayfield said Summer Camps have begun and that they currently have more than 120 campers registered.

VIII. REVIEW, DISCUSS, DECIDE

A. Approval of Interfund Transfers.

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

<u>Funds</u>	<u>From</u>	<u>To</u>
Recreation (02-13-13-583-9999)	\$ 2,057.72	
Memorial/Endow. (#43 Rec. Sponsorship) (16-11-11-583-9999)		\$ 2,057.72
Purpose: Deferred proceeds secured from the Waukegan Fire vs. Gurnee Fire Charity Hockey Game.		

Motion by Commissioner Kilkelly, 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: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

B. Approval of the Budget and Appropriation Ordinance #19-06.

Mr. Beckmann presented the Budget and Appropriation Ordinance #19-06 and recommended its approval. Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve the Budget and Appropriation Ordinance #19-06. There was no discussion on the matter. On the roll call, the vote was as follows:

C. Annual Debt and Bond Administrative Review and Update.

Mr. Beckmann provided a review and update of the District's Debt and Bond condition.

D. Approval of Ordinance #19-07 for the Disposal of Surplus Property.

Mr. Beckmann stated they have a piano that is no longer necessary or useful to the District, and they would like to donate it to the Waukegan School District. Motion by Commissioner Johnson, seconded by Commissioner Kilkelly to approve Ordinance #19-07 for the Disposal of Surplus Property. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

E. Approval of Resolution # 2019-10 Authorizing the Payoff of the Early Retirement Incentive Program through Illinois Municipal Retirement Fund.

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson to approve Resolution # 2019-10, authorizing the payoff of the Early Retirement Incentive Program. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

F. Permission for Church Services.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to grant permission to Living Waters Cathedral Worship Service, at Bowen Park on July 14, 2019, and Parroquia Luterana Sagrado Corazon, at Bowen Park on August 4, 2019. There was no discussion on this matter. The motion carried by unanimous voice vote.

G. Approval to Amended the Purchasing Policy 2.02.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly to approve the amendment of Purchasing Policy 2.02. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

H. Approval of the Bid for Bonnie Brook Golf Course Asphalt Paving.

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson to approve and accept Patriot Maintenance, Inc. bid for Bonnie Brook Golf Course asphalt paving, in the amount of \$27,300. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

I. Approval of the Bid for the Sports Courts Renovation and Repairs.

Motion by Commissioner Johnson, seconded by President Jones to approve and accept Perm-A-Seal bid for the Sports Courts Renovation and Repairs, in the amount of \$52,166.20. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

J. Approval of the Bid for Arbor Park Playground Equipment Installation.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly to approve and accept Kenneth Company bid for the installation of Arbor Park Playground Equipment, in the amount of \$21,146. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

K. Approval to Purchase Sand for the Baseball Diamonds.

Motion by Commissioner Johnson, seconded by President Jones to approve the purchase of sand from Waupaca Sand and Solutions, for the baseball diamonds as a sole source purchase, in the amount of \$41,405. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

L. Approval to Retain Hitchcock Design Group for King Park Design Development and Construction Phase Services.

Motion by President Jones, seconded by Commissioner Johnson, to approve retaining Hitchcock Design Group for King Park Design, Development, and Construction Phase Services, in an amount not to exceed \$78,000. There was no discussion on this matter. On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried.

IX. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Kilkelly asked how Bonnie Brook Banquets and Dining services were functioning in light of the recent staff changes. Mr. Beckmann said things were progressing well and that Bonnie Brook Clubhouse staff were pleased with the change. President Jones thanks Ms. Anderson and her staff for the production of the Gold Medal video.

X. MOTION TO MOVE TO CLOSED SESSION

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, 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: Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron, Bridges

Motion carried. The closed session convened at 5:55 p.m.

XI. MOTION TO RETURN TO PUBLIC SESSION

Motion by Commissioner Kilkelly, seconded by Commissioner Johnson, 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 6:40 p.m.

XII. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

None.

XIII. ADJOURNMENT

There being no further business, Commissioner Johnson moved, seconded by Commissioner Kilkelly to adjourn the meeting at 6:40 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary