

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
1324 Golf Road
Waukegan, Illinois
July 2, 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
Jacqueline Herrera Giron

COMMISSIONERS ABSENT

Treasurer George Bridges
Janet Kilkelly

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 and
Attorney George Bridges.

III. CONSENT AGENDA

The Consent Agenda Items which include the Board Minutes of June 11, 2019, Accounts Payable,
Payroll, Travel Expenses, and Financial Report.

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

Motion carried.

Commissioners Kilkelly and Bridges arrived at 4:33 p.m. Motion by President Jones, seconded by
Commissioner Johnson, to seat Commissioners Kilkelly and Bridges. The motion carried by a
unanimous voice vote.

IV. PUBLIC PORTION

Ms. Jan Keller thanked the Board and staff for the honor of being named the Grand Marshal of the Fourth of July Independence Parade.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Ms. Anderson introduced intern Carla Saldana.

Dr. John Schwab advised the Board he was recently injured by a flying umbrella while visiting Bonnie Brook Clubhouse. He said one of the table umbrellas was blown loose by a gust of wind, causing it to strike him in the shoulder area. He proposed a solution that the District put a bolt in the center of the umbrella, just underneath the center holding area of the table, to prevent umbrellas from being blown away from their base. Director Lerner advised Dr. Schwab that he would review the situation.

VI. PROGRESS REPORTS

A. Executive Director Lerner presented his written report. Director Lerner thanked the Commissioners for attending the groundbreaking at the Corrine Rose Park redevelopment and stated all is proceeding as planned. He said they are waiting on the City of Waukegan to approve a number of permits before they can proceed.

B. Attorney Report: None.

C. Legislation/ IAPD Update: None.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report. Mr. Beckmann stated the District Early Retirement Incentive had been paid off, resulting in a reduction of the District's employer rate from 9.80% to 6.91%. Mr. Beckmann provided an update on Bonnie Brook's Clubhouse Food and Beverage situation.

D2. Parks: Mr. MacLean presented his monthly written report. Mr. MacLean presented a chart depicting the weather conditions impacting the District's parks. He said the District has been experiencing more frequent and stronger rainfall events this year. He stated the rain has not only altered the mowing schedule but also the development projects. He said golfers would not pay to putt through puddles or walk through water-hazards.

D3. Community Relations: Ms. Anderson presented her written report.

D4. Recreation: Mr. Beverly presented his written report. He thanked the Commissioners and staff for making the Independence Parade a success. He said even though they had to cancel the parade early, due to the inclement weather and threat of lightning, based upon the feedback he received from citizens along the route, the parade was a tremendous success. He reminded the Commissioners that the showing of Movies-In-The-Park would begin this Wednesday in Upton Park.

VII. REVIEW, DISCUSS, DECIDE

A. Approval to Remove the Trade-in Vehicles from the Landmark Auto Purchase Contract.

Mr. MacLean stated approval was previously granted to purchase two Ford F250 trucks, through the State of Illinois Contract, which included the trade-in of two older vehicles. He stated he was seeking approval to withdraw the trade-ins from the purchase plan and grant the District permission to auction off the vehicles. He said he believes the District would realize more money from an auction than the amount offered as a trade-in. Motion by Commissioner Bridges, seconded by Commissioner Herrera Giron, to approve the removal of the trade-in vehicles from the previously approved purchase contracts, and grant permission to auction off the vehicles as surplus property. No discussion was had on the motion. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

B. Approval to Accept the Low Bid for Painting in the Belvidere Recreation Center.

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to accept the low bid with a painting alternative, from Bee Liner Lean, in the amount of \$34,895. No discussion was had on the motion. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Approval to Accept the Low Bid for Flooring in the Belvidere Recreation Center.

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to accept the low bid from Iskalis American Floor Show for flooring in the Belvidere Recreation Center, in the amount of \$67,800. No discussion was had on the motion. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Approval of the Sports Park Irrigation Relocation Quote.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve and accept the low quote from Leibold Irrigation, Inc., for the relocation of Sports Park's irrigation system, in the amount of \$17,900. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

E. Approval of the Sports Park Earthwork Project Quote.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve and accept the low quote from Vans Enterprises, Ltd., for the Sports Park's Earthwork Project, in the amount of \$19,584. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

F. Approval to Purchase the Turf Tank Intelligent Paint Marking Machine.

Mr. MacLean requested the Board approve the sole source purchase of the "Turf Tank" intelligent paint marking machine, to be used for striping the Sports Park fields. He said the Turf Tank would save his department countless staff-hours when restriping the Sports Parks fields. Mr. MacLean stated the striping on the fields are changed to accommodate the different sporting events, such as from soccer to lacrosse. Commissioners Kilkelly asked if it would be cheaper to rent the machine as opposed to purchasing it. Mr. MacLean said while it was his preference to own the machine, due to the number of times per week in which they are required to re-stripe the fields, he would research the cost of renting versus purchasing and report back. President Jones asked to table the matter until Mr. MacLean could get back to them on the rental amount. By consensus, the matter was tabled.

G. Approval of the Sports Park Restroom Renovations Bid.

Motion by Commissioner Johnson, seconded by Commissioner Bridges, to approve and accept the low bid from Soutsos Decorating, for the Sports Park's Restroom painting, in the amount of \$31,600. On a roll call vote, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron (Momentarily absent from the board room.)

Motion carried.

H. Approval to Purchase Mondo Flooring for the Field House.

Motion by Commissioner Johnson, seconded by Commissioner Bridges, to approve the purchase of Mondo Flooring from Kiefer USA through the Sourcewell Cooperative Purchasing Program, for the Field House fitness center, in the amount of \$39,740. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

I. OSLAD Grant Discussion.

Mr. MacLean provided an overview of the renovation design of Victory Park, should the District be successful in being awarded an OSLAD grant. Commissioner Kilkelly asked Mr. MacLean if they had explored developing a small dog park, as part of the Victory Park renovation. He said it was not part of the OSLAD grant application; however, it is something they would look into and report back.

J. Motion to Approve and Publish Closed Session Minutes.

Motion by Commissioner Kilkelly, seconded by Commissioner Bridges, that the Closed Session Minutes for January 8, 2019, January 22, 2019, February 12, 2019, and April 23, 2019 no longer require confidentiality and would be available for public review. There was no discussion on the 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

Commissioner Bridges and Commissioner Kilkelly commended staff on the setup and organization of the Independence Parade. President Jones thanked Director Lerner for his guidance in developing the District's digital footprint that allows our residents to have access to all District programs and platforms.

IX. 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 Executive Director salary, pursuant to 5 ILCS 120/2(c)(1). 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 5:48 p.m.

Motion by Commissioner Bridges, seconded by President Jones, 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 6:50 p.m.

X. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

None.

XI. ADJOURNMENT

There being no further business, Commissioner Bridges moved, seconded by Commissioner Kilkelly to adjourn the meeting at 6:50 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

George Bridges
Secretary