

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
1324 Golf Road
Waukegan, Illinois
August 13, 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
Treasurer George Bridges
Janet Kilkelly

COMMISSIONERS ABSENT

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

III. CONSENT AGENDA

The Consent Agenda Items which include the Board Minutes of July 2, 2019, and July 23, 2019,
Accounts Payable, Payroll, Travel Expenses, and Financial Report.

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

Motion carried.

IV. PUBLIC PORTION

Ms. Patricia Foley, Former Park Board Commissioner, appeared before the Board and thanked them
for acquiring the property at the corner of Belvidere Road and Lewis Avenue. She said that property

was an eye-sore for the city for years. She also commended the Board and staff of the interior design of the new Administrative Building.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Nathan Hintz, President of Waukegan Parks Foundation, appeared before the Board and reiterated their purpose to be the premier philanthropy arm for the District. He discussed how the Foundation receives charitable contributions, gifts, bequests, and endowments that support the District's community education efforts related to fitness, wellness, and healthy living. Mr. Hintz presented a check to the District in the amount of \$8,000, for the Second Grade students learn to swim program.

Mr. MacLean and Mr. Beverly introduced the youth who participated in the Summer Youth Work Program. They were presented with a Certificate of Appreciation for their participation. President Jones said he was pleased with the number of youth who participated in the two programs and he looks forward to rerunning it next year.

Megan Mullins was introduced as the new Cultural Arts intern.

VI. PROGRESS REPORTS

A. Executive Director Lerner presented his written report.

B. Attorney Report: Attorney Bridges advised the Board of the recent passage of several laws that will impact park districts. He stated effective January 1 of, 2020, under the Equitable Restroom Act, the District will be required to outfit all single-occupancy restrooms with exterior signage to indicate those restrooms are available for all genders. He said the legislators had also changed the statute to reflect the fact that any Commissioner convicted of a felony would no longer be eligible to hold the position of Commissioner. He stated the State Law now allows a Board, to change the term of Commissioner from what is currently six years, to a four-year term.

Attorney Bridges advised the Board he had accepted a position in the Illinois Judiciary and he would be tendering his resignation as Corporate Counsel within the next few weeks. The Board discussed various procedures they could use ("Request for Quote," Director's recommendation, etc.) for a fair and open process in selecting an attorney. The Board ultimately agreed to defer voting on the procedures to hire an attorney until they could get more information from other park districts on the methods they utilized.

C. Legislation/ IAPD Update: None.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his monthly written report. Mr. Beckmann stated the Personal Property Replacement Tax has come in strong, over 124% as compared to our budget from last year.

D2. Parks: Mr. MacLean presented his monthly written report. Mr. MacLean said the Parks Department has approximately 43 to 45 Capital Improvement Projects where they assist

other departments. He said out of those projects, the Parks Department has completed more than 20 of them and the others are under contract to be completed. Mr. MacLean stated he is approximately one third into this year's scheduled projects, additionally he wanted to commend his staff for their completion efforts.

D3. Community Relations: Ms. Anderson presented her written report. She stated the District received and distributed the “Best of the Best” plaques. She said her department created traveling banners to commemorate the District being awarded the “Best of the Best” park district categories, which will be moved to the Field House and Bonnie Brook Country Club.

D4. Recreation: Mr. Beverly presented his written report. He reminded the Commissioners this coming Saturday would be a family swim event at the Aquatic Center, between 4 and 6 pm. Mr. Mayfield stated the summer camp program had come to a close and more than 130 campers enjoyed the experience. He stated 70 campers received golf lessons from Golf Pro Mike Jesse and all of them took advantage of the swimming lessons that were being offered as well. Mr. Bejster said 30 campers received canoe sailing lessons, provided by the Glencoe Park District. He reminded the Commissioners that the Field House would be closed from August 29 through September 2, 2019, for its annual shutdown.

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>
Memorial/Endow. (#5 Parade/Festival) (16-11-11-583-9999) Recreation (02-13-13-473-9999) Purpose: To offset 2019 Parade Event expenses from a variety of sponsors.	\$6,917.00	\$6,917.00
Memorial/Endow. (#43 Rec Sponsorships)(16-11-11-583-9999) Recreation (02-97-24-473-9999) Purpose: To offset varying camp program fees through session 6 for 9 children receiving general financial aid assistance. See below.	\$1,556.77	\$1,556.77
Memorial/Endow. (#43 Rec Sponsorships)(16-11-11-583-9999) Recreation (02-97-24-473-9999) Purpose: For remaining foundation camp scholarship funds used to reduce the fee of camp, making it more affordable.	\$1,340.00	\$1,340.00

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: Bridges, Kilkelly, Johnson, Jones
 NAY: None
 ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

B. Approval of the G. O. Limited Tax Park Bonds 2019 Series Engagement Letter.

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve the Limited Tax Park Bonds 2019 Series Engagement Letter. No discussion was had on the motion. On a roll call vote, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

C. Approval New Policy 2.12 – To Address Outstanding Checks.

Motion by President Jones, seconded by Commissioner Johnson, to approve Policy 2.12 to address Outstanding Checks. No discussion was had on the motion. On a roll call vote, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

D. Approval of Policy 3.26 - Community Inclusion.

Mr. Beckmann stated the District has always been committed to providing a safe and inclusive workplace for all employees, creating inclusive spaces, and treating all people with respect and dignity, and he recommends adopting Policy 3.26 to codify the District's position. Motion by Commissioner Johnson, seconded by Commissioner Bridges, to approve the Policy 3.26. No discussion was had on the motion. On a roll call vote, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

E. Permission for Church Services.

Motion by President Jones, seconded by Commissioner Bridges, to grant permission to the Latin Pentecostal Church to conduct their religious service at Washington Park on September 8, 2019. There was no discussion on this matter. The motion carried by unanimous voice vote.

F. Approve of the Conceptual Design for Victory Park.

Mr. Girmscheid presented the Board with the conceptual design renderings of Victory Park. Commissioner Bridges voiced his concerns about the size of the restroom and requested it be made larger. He said he would also like the park to have a small concession stand and asked that a portion of the park be fenced to give the children an identifiable area in which to play.

Motion by Commissioner Johnson, seconded by Commissioner Kilkelly, to approve the conceptual design of Victory Park. There was no further discussion on this matter. On a roll call vote, the vote was as follows:

AYE: Bridges, Kilkelly, Johnson, Jones

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

G. Update on the Waukegan Port Authority and Waukegan Park District IGA.

Attorney Bridges advised the Board he was unable to reach an agreement with the Waukegan Port Authority's attorneys regarding mutually agreed upon language in the IGA. He stated the Port Authority's attorney had informed him there were a number of issues that must be included in the IGA because they were "deal killers" for any agreement. He stated those issues essentially revolved around the indemnification provision/hold harmless agreement, inspection of the equipment, and the insurance subrogation clause. He said after several weeks of negotiation, it became clear the Parties would not reach an agreement. Attorney Bridges said at this time he would not recommend approval of an IGA with the Port Authority. The Board by consensus agreed they would no longer pursue installing playground equipment on Port Authority property.

VIII. COMMISSIONERS QUESTIONS & COMMENTS

Commissioner Bridges stated the redesign of Arbor Park was fantastic. He said all the kids who live in that neighborhood seem to be using it daily. Commissioner Kilkelly said the scope of the work the Park Foundation has been doing for the District is awe-inspiring and that they must be commended for a job well done.

IX. MOTION TO MOVE TO CLOSED SESSION

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

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried. The closed session convened at 5:45 p.m.

X. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

None.

XI. ADJOURNMENT

There being no further business, and in the absence of a quorum, the meeting was adjourned through a motion by President Jones and Commissioner Johnson at 6:20 p.m.

Respectfully submitted,

George Bridges
Secretary