

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Administration Center
1324 Golf Road
Waukegan, Illinois
February 11, 2020

I. CALL TO ORDER

Vice President Jeremiah Johnson called the meeting to order at 4:46 p.m.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

Vice President Jeremiah Johnson
Treasurer George Bridges

Commissioner Jacqueline Herrera-Giron

COMMISSIONERS ABSENT

President Marc Jones

Commissioner 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, Deputy Superintendent of Sports Quincy Bejster, Deputy Superintendent of Recreation and Arts Mike Mayfield and Attorney Mandi Florip.

III. CONSENT AGENDA

The Consent Agenda Items which included the Board Minutes January 14, 2020 (Board of Commissioners Meeting), Bills, Payroll, Travel Expenses, and Financial Statements.

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve the Consent Agenda Items as presented. There was no discussion on this.

On the roll call, the vote was as follows:

AYE: Herrera-Giron, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Kilkelly, Jones

Motion carried.

IV. PUBLIC COMMENT

Mr. Don Hutson, 2835 Belvidere, stated that he visited the Field House and has been working out regularly. He would like to learn how to properly use the machines in the Field House. He recorded that it is an excellent place, a high level 5-star facility.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

None.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report. He is working on a variety of projects. Upcoming to take on the properties at Midlane, as well as partnerships with Pace for additional bus stops. Rose Park project is moving along in a timely manner.

B. Attorney Report: Attorney Florip reported that the Waukegan School District had received grant funding and was able to contract BQ Energy to put solar panels on their property at Yeoman Creek. Mr. Lerner and Attorney Florip were contacted last week to alert the Park District that a conditional use permit request had been filed with the City of Waukegan to rezone the land for solar voltaic use. After discussion with the school district, city, and BQ Energy, it was decided to remove this permit request from the hearing scheduled until further communication can be had between all parties.

C. Legislation/ IAPD Update: Nothing to report.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his report. PPRT is coming in higher than expected. Collections are left for March and April.

D2. Parks: Mr. Beckmann presented the Parks report on behalf of Mr. MacLean.

D3. Community Relations: Ms. Anderson presented her report. She reminded the board of the volunteer reception scheduled for Thursday, February 27th from 6-9pm.

D4. Recreation: Mr. Beverly presented his report. He noted that the Field House has 7,400 members, with 8,000 members being the new goal.

Deputy Superintendent Reports: Mr. Mayfield stated that there is a traveling Black History pop up exhibit that will be traveling throughout the city featuring Waukegan's African American History. There is also a basketball tournament this Sunday and the Valentine's Ball is scheduled for next Saturday, January 22nd.

Mr. Bejster updated the board that progress continues to be made on the mobile app and ID reader for Field House members. Winter/Spring Volleyball leagues and swim lessons start next week. Another family swim night and Parent's Night Out is coming up later this month.

VII. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Amended Salary Schedule B

Mr. Beckmann presented the new wage schedule adding new permanent and temporary positions.

Motion by Commissioner Bridges, seconded by Commissioner Herrera-Giron to approve amended salary schedule B, as presented. There was no discussion on this matter.

On the roll call, the vote was as follows:

AYE: Herrera-Giron, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Kilkelly, Jones

Motion carried.

B. Motion to Approve Interfund Transfers

Motion by Commissioner Bridges, seconded by Commissioner Johnson, to approve interfund transfers as presented. There was no discussion on this matter.

| Fund | From | To |
|---|------------|------------|
| Memorial/Endow. (#43 Rec Sponsorships)(16-11-11-583-9999) | \$1,440.00 | |
| Recreation (02-97-24-473-9999) | | \$1,440.00 |

Purpose: To offset the expense of bus transportation to give campers another swimming experience day each week the last four weeks of camp.

| Fund | From | To |
|---|------------|------------|
| Memorial/Endow. (#43 Rec Sponsorships)(16-11-11-583-9999) | \$1,418.00 | |
| Recreation (02-97-81-473-9999) | | \$1,418.00 |

Purpose: To provide Before and After School Experience Scholarships and WHO Days Scholarships.

- \$1,301 – Before and After School Experience Scholarship (3 Children)
- \$117 – WHO Days Scholarship (2 Children)

| Fund | From | To |
|---|------------|------------|
| Memorial/Endow. (#43 Rec Sponsorships)(16-11-11-583-9999) | \$1,684.74 | |
| Recreation (02-97-24-473-9999) | | \$1,684.74 |

Purpose: To provide financial assistance for 14 children and offset varying camp program fees.

- Bowen Park Rangers - \$672.74
- Explorer's Day Camp - \$774.00

- Destination Exploration - \$238.00

| Fund | From | To |
|---|------------|------------|
| Memorial/Endow. (#51 Rec Sponsorships)(16-11-11-583-9999) | \$1,750.00 | |
| Recreation (02-13-13-473-9999) | | \$1,750.00 |

Purpose: To offset the event expenses listed below:

- \$750 - 2019 Touch a Truck event. These funds are from Vista Health System (\$500) and Waukegan Community Bank (\$250).
- \$500 – 2019 Turkey Trot event. These funds are from Vista Health System.
- \$500 – 2019 Christmas Express. These funds are from Advanced Disposal.

| Fund | From | To |
|---|------------|------------|
| Memorial/Endow. (#50 Rec Sponsorships)(16-11-11-583-9999) | \$3,330.00 | |
| Recreation (02-13-13-473-9999) | | \$3,300.00 |

Purpose: To offset the event expenses listed below:

- \$3,300 – 2019 Halloween Trail. These funds are from various sponsors.

| Fund | From | To |
|-----------------|---|------------|
| Memorial/Endow. | (#42 Rec Sponsorships) (16-11-11-583-9999) | \$1,860.57 |

Purpose: To offset the George Bridges 5K event expenses. The remaining sponsorship funds deposited to M42 stay in M42 as proceeds.

On the roll call, the vote was as follows:

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

Motion carried.

C. Motion to Approve Resolutions 2020-03 Volunteer of the Year, 2020-04 Patron of the Year, and 2020-05 Jack Benny Arts & Humanities Award

Staff is recommending approval of the three resolutions that will be given out at the reception.

Motion by Commissioner Herrera-Giron, seconded by Commissioner Johnson, to approve Resolutions 2020-03 Volunteer of the Year, 2020-04 Patron of the Year, and 2020-05 Jack Benny Arts & Humanities Award as presented. There was no discussion on this matter.

On the roll call, the vote was as follows:

AYE: Herrera-Giron, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Kilkelly, Jones

Motion carried.

D. Motion to Approve American Independence Parade Marshal and Theme

Staff is recommending approval of the American Independence Day Parade Marshal and theme.

Motion by Commissioner Herrera-Giron, seconded by Commissioner Bridges to approve the American Independence Parade marshal and theme as presented. There was no discussion on this matter.

The motion carried by a unanimous voice vote.

E. Motion to Approve IT Equipment for Rose Park Project

Staff is recommending the purchase of IT equipment for Rose Park. This is a sole source purchase with justification provided to the board.

Motion by Commissioner Johnson, seconded by Commissioner Bridges, to approve the Purchase of IT equipment for the Rose Park project as presented. There was no discussion on this matter.

On the roll call, the vote was as follows:

AYE: Herrera-Giron, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Kilkelly, Jones

Motion carried.

F. Motion to Approve Permission to Serve Beer and Wine at the Dandelion Wine Arts and Music Festival

Mr. Beverly is seeking approval to serve beer and wine at the two festivals. This began last year and it went well.

Motion by Commissioner Herrera-Giron, seconded by Commissioner Bridges to approve permission to serve beer and wine at the Dandelion Wine Arts and Music Festival as presented.

On the roll call, the vote was as follows:

AYE: Herrera-Giron, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Kilkelly, Jones

Motion carried.

G. Motion to Approve the Supplemental Intergovernmental Agreement Providing Bus Transportation for the Waukegan Park District After School Program

Mr. Beverly commended Mr. Mayfield and his team in securing this agreement with a 5-year term. Mr. Lerner reminded the Board that this has changed from staff driving the kids to the school district, which is great for both parties.

Motion by Commissioner Johnson, seconded by Commissioner Herrera-Giron, to approve the Supplemental Intergovernmental Agreement providing bus transportation for the Waukegan Park District After School Program as presented.

On the roll call, the vote was as follows:

AYE: Herrera-Giron, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Kilkelly, Jones

Motion carried.

VIII. CLOSED SESSION

None.

IX. ANNOUNCEMENTS

Parks Day at the Capital is at the end of April.

X. UPCOMING MEETINGS

The next meeting will be on Tuesday, February 25, 2020 at 4:30pm and will be a Committee of the Whole meeting.

XI. QUESTIONS FROM COMMISSIONERS

Commissioner Herrera-Giron commended the staff on the work that has been done.

Commissioner Bridges thanked the public for their comments during public comment. He thanked the team for recognizing the fire department and his father.

Vice President Johnson seconded all that Commissioner Bridges stated. He is happy to be part of this team.

XI. ADJOURNMENT

There being no further business, Commissioner Herrera-Giron, moved, seconded by Commissioner Bridges to adjourn the meeting at 5:12p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

Mandi Florip
Secretary