

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
May 12, 2020
REMOTE VIRTUAL MEETING
Public Dial in and Access Code provided

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
Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

Commissioner 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 and Attorney Mandi Florip.

III. CONSENT AGENDA

The Consent Agenda Items which included the Minutes of the April 7, 2020 (Special Board Meeting),
April 14, 2020 (Board of Commissioners Meeting), and April 28, 2020 (Special Board Meeting), Bills,
Payroll, and Financial Statements.

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

Motion carried.

IV. PUBLIC COMMENT

Tony Frizzo greeted the Board and congratulated President Jones for everything that he has done for the Park District. He has been visiting the parks and noted that everything looks good at the parks.

*Motion by Commissioner Kilkelly, second by Vice President Johnson to seat Commissioner Herrera-Giron. The motion carried by unanimous voice vote.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

None.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and updated the board that the Park District had received their permit to continue construction on the Rose Park splash pad. He also finalized the agreement with the historical society for Carnegie. They are holding off on moving forward with the Midlane properties, until things settle.

B. Attorney Report: Attorney Florip updated the board on the Governor's 5-phase reopening plan.

C. Legislation/ IAPD Update: None.

D. Division Reports:

D1. Finance & Administration: Mr. Beckmann presented his report. He introduced Larry White and Aaron Gold from Speer Financial, who would be speaking later in the meeting. Commissioner Kilkelly asked for clarification on the activity report regarding the exhaust systems being removed from trucks. Mr. MacLean noted that both vans were parked at Bowen Park. As soon as they found out, all vehicles were moved to the Field House under the lights with ample space between them. Mr. Lerner noted that there are security cameras at the Field House as well.

Mr. Beckmann complimented Mr. Bejster on leading the COVID-19 Taskforce.

D2. Parks: Mr. MacLean presented his report. Rose Park is moving along with all aspects. Staff found and removed the pool that was under the slab. They also started King Park today. Mr. MacLean thanked Mr. Lerner and Attorney Florip for assisting with COVID-19 testing for staff. Currently three staff members have been tested.

Commissioner Kilkelly asked about the trail cams. Mr. MacLean clarified that they are not web based, but take pictures when motion is detected. Commissioner Kilkelly also asked about the basketball courts. Mr. MacLean and Mr. Lerner stated that they are waiting to re-open the basketball courts because they tend to encourage congregation.

Mr. Lerner added that Rose Park construction is on track for a late July finish. Right now, IDPH isn't allowing swimming pools to open and there is good chance aquatics will not be allowed this summer. The Park District will still have a grand opening, when the Governor allows for this.

President Jones asked about the skate park. Mr. MacLean stated that it has been chained since the EO was put in place.

Commissioner Herrera-Giron asked if signs were being displayed stating the parks are closed. Mr. Lerner said that signage is up at all of the parks and staff is patrolling them regularly. The parks are open, but the playgrounds are closed and signage reflects that.

D3. Community Relations: Ms. Anderson presented her report. Commissioner Kilkelly asked what the status is of the program guides. Staff decided not to mail the program guide because of the uncertainty of what services will be able to be provided. They will utilize social media and the website for programs. Ms. Anderson advised that the fall holiday guide will be distributed differently.

Mr. Lerner stated that fall guide may be a compact version that simply states the general programs that the Park District offers. As a fluid situation, they have to be flexible with this.

Commissioner Herrera-Giron applauded staff on the Spanish version of the brochure and stated that it was bittersweet that it was not sent out this year.

Commissioner Bridges asked about the Fourth of July parade. Mr. Beverly stated that it was up in the air as well, but was not looking optimistic.

Ms. Anderson stated that IAPD is planning a virtual parks day at the capitol. Waukegan Park District will be submitting a video that staff is currently working on.

D4. Recreation: Mr. Beverly presented his report. He updated the board on the status of summer camps. The Park District is in a waiting period, as the Governor's Office determines the next steps. Virtual programs are going extremely well and were highlighted in NPRA. Spanish programming will begin soon. They are preparing for various scenarios with the Field House, if this region moves to Phase 3, including outdoor training and one-on-one training.

President Jones asked about putting a message on the website about summer camps for the public. Mr. Beverly clarified that they have a general statement and will add to it to ensure that all are aware.

Commissioner Herrera-Giron commended Mr. Beverly on being proactive and inclusive of everyone in the community.

Deputy Superintendent Reports: Mr. Mayfield updated the board that his staff is producing virtual activities. His staff is working on options for summer camps and is prepared for all types of scenarios.

Mr. Bejster updated the board on the activities of the COVID-19 Task Force. They are meeting regularly and ensuring that best practices are in place for their employees now, as well as, when they can reopen. They are working to secure PPE and setting up procedures for employees and visitors who may test positive. They are creating signage for the buildings. They are also creating reopening plans

for all of the buildings, including putting in place social distance floor barriers. Backpack sprayers will allow areas to be sanitized quickly and will be able to utilized in the future as well.

Group ex classes are continuing to be offered daily virtually. They are doing aquatic safety talks and hosted a virtual 5K with 59 participants. Staff has also done virtual soccer and football training for youth.

Commissioner Herrera-Giron commended Mr. Bejster on staying relevant and thinking outside of the box during these times.

VII. ELECTION & APPOINTMENT OF OFFICERS

- A. Motion to Approve Election & Appointment of Officers
 - President
 - Vice President
 - Treasurer & Deputy Treasurer
 - Secretary & Deputy Secretary

President Jones deferred to Attorney Florip to conduct elections. The Board by consensus agreed that the election of officers would proceed by way of nominations from the floor for each position.

President Jones nominated Vice President Johnson for President, which was seconded by Commissioner Bridges. President Jones noted that Vice President Johnson has had the opportunity to shadow him this past year and has learned a great deal.

Commissioner Kilkelly nominated Commissioner Herrera-Giron for President, which was seconded by Commissioner Herrera-Giron.

No other nominations were made at which time Attorney Florip declared the nominations closed.

On the roll call, the vote was as follows:

For Vice President Johnson to serve as President:

AYE: Herrera-Giron, Bridges, Johnson, Jones

NAY: Kilkelly

ABSTAIN: None

ABSENT: None

For Commissioner Herrera-Giron to serve as President:

AYE: Herrera-Giron, Kilkelly

NAY: Bridges, Johnson, Jones

ABSTAIN: None

ABSENT: None

Result: Vice President Johnson elected President.

Commissioner Bridges nominated Commissioner Herrera-Giron for Vice President, which was seconded by Vice President Johnson.

No other nominations were made at which time Attorney Florip declared the nominations closed.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Result: Commissioner Herrera-Giron elected Vice-President.

Commissioner Bridges nominated himself for Treasurer, which was seconded by President Jones. No other nominations were made at which time Attorney Florip declared the nominations closed. A unanimous voice vote confirmed the nomination.

President Jones, nominated Jon Beckmann for Deputy Treasurer, which was seconded by Treasurer Bridges. No other nominations were made at which time Attorney Florip declared the nominations closed. A unanimous voice vote confirmed the nomination.

President Jones nominated Attorney Florip for Secretary and Director Lerner for Deputy Secretary, which was seconded by Vice President Johnson. No other nominations were made at which time Attorney Florip declared the nominations closed. A unanimous voice vote confirmed the nominations.

- B. Motion to Approve Appointment of Officials
 - Local Election Official
 - IMRF Officer
 - PDRMA Representative
 - PDRMA Alternate Representative

Motion by President Jones, seconded by Commissioner Herrera-Giron, to approve the appointment of Director Lerner as Local Election Official; Mr. Beckmann as IMRF Officer, and PDRMA Representative; and Tanya Brady as PDRMA Alternate Representative. There was no discussion on this 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. RECESS (Newly Elected/Appointed Officers to Preside)

IX. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Appointment/Reappointment of Advisory Committee Chairpersons and Members

- Cultural Arts
- Golf
- Recreation
- Special Recreation

Motion by Treasurer Bridges, seconded by President Johnson, to approve the members who will serve on the Advisory Committees as presented, with Vice President Herrera-Giron being the Board Liaison for Cultural Arts, President Johnson being the Board Liaison for Golf Advisory, Commissioner Bridges being the Board Liaison for Recreation, and Commissioner Bridges being the Board Liaison for Special Recreation. There was no discussion on this matter.

A unanimous voice vote confirmed the nominations.

Motion carried.

B. Motion to Approve Reappointment of Waukegan Parks Foundation Liaison

Motion by Commissioner Jones, seconded by President Johnson, to appoint Commissioner Jones as liaison of the Waukegan Parks Foundation. There was no discussion on this matter.

A unanimous voice vote confirmed the nomination.

Motion carried.

C. Motion to Approve Ordinance 20-06 – Consideration and Action on an Ordinance Authorizing the Issuance of not to exceed \$8,065,000 Taxable Tax Anticipation Warrants in anticipation of the Collection of Taxes Levied for the year 2019 by the Board of Park Commissioners of the Waukegan Park District, Lake County, Illinois and Authorizing the sale of said Warrants to the Purchaser Thereof

Mr. Beckmann stated that there is going to be a deferral of property tax collection. They don't anticipate the need to issue debt, but if there is a need, this ordinance would allow staff to work with banks to address any funding gaps.

Aaron Gold stated that a tax anticipation warrant is a short-term financing option designed to improve cash flows. With the deferral of property tax revenue, they will do financing, if needed, to make sure the park district has enough funding to operate. They are short term in nature and secured by property taxes.

Larry White noted that this ordinance authorizes a maximum borrowing amount that comes from a calculation of several funds for levy year 2019 multiplied by 85%, which is a statutorily allowed amount. This is a preemptive amount. It does not require that the borrowing occur, but allows President Johnson, with staff to exercise this option, if necessary.

Motion by President Johnson, seconded by Commissioner Jones, to approve Ordinance 20-06 – Consideration and Action on an Ordinance Authorizing the Issuance of not to exceed \$8,065,000 Taxable Tax Anticipation Warrants in anticipation of the Collection of Taxes Levied for the year 2019 by the Board of Park Commissioners of the Waukegan Park District, Lake County, Illinois and Authorizing the sale of said Warrants to the Purchaser Thereof, as presented.

There was no discussion on this 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.

D. Motion to Approve Resolution 2020-07 Designating Depository

Mr. Beckmann stated that resolution needs to be acted upon on an annual basis.

Motion by President Johnson, seconded by Commissioner Jones, to approve Resolution 20-07 – Designating Depository, as presented.

There was no discussion on this matter.

On the roll call, the vote was as follows:

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

Motion carried.

E. Motion to Approve the Following Resolutions: 2020-08 First Midwest Bank Authorization, 2020-09: Wintrust Bank Authorization, 2020-10: First Midwest Bank Signature Authorization, 2020-11 First Midwest Bank Signature Authorization, and 2020-12: Wintrust Bank Signature Authorization

Mr. Beckmann stated that these all need to be changed to reflect the new officers.

Motion by President Johnson, seconded by Commissioner Bridges, to approve Resolutions: 2020-08: First Midwest Bank Authorization, 2020-09: Wintrust Bank Authorization, 2020-10: First Midwest Bank Signature Authorization, 2020-11 First Midwest Bank Signature Authorization, and 2020-12: Wintrust Bank Signature Authorization, as presented.

There was no discussion on this matter.

On the roll call, the vote was as follows:

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

Motion carried.

F. Motion to Approve Illinois Municipal Retirement Fund (IMRF) Benefit Protection Letter 6.32

Mr. Beckmann stated that most municipalities and park districts are passing this ordinance. Staff recommends approval, but don't anticipate needing it.

Motion by President Johnson, seconded by Commissioner Jones, to approve Illinois Municipal Retirement Fund (IMRF) Benefit Protection Letter 6.32, as presented.

There was no discussion on this matter.

On the roll call, the vote was as follows:

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

Motion carried.

G. Motion to Approve Interfund Transfers

Mr. Beckmann presented the interfund transfers and recommended approval.

Fund	From	To
Memorial/Endow. (#51 Rec Sponsorships)(16-11-11-583-9999)	\$1,000.00	
Recreation (02-13-13-473-9999)		\$1,000.00

Purpose: To offset the expense of Eggstravaganza eggs. Funds from Advanced Disposal.

Fund	From	To
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Memorial/Endow. (#51 Rec Sponsorships)(16-11-11-583-9999) \$4,500.00
Recreation (02-48-88-473-9999) \$4,500.00

Purpose: To offset Natures Classroom, Garden and Nature program expenses. Funds from Liberty Prairie Foundation and remaining North Shore Gas funds prior to 2020 grant.

- \$1,500 – Nature’s Classroom Wall Decals and Bevier Window Wraps
- \$3,000 – Garden and Nature program supplies

Fund	From	To
Recreation (Polar Bear Plunge)(08-16-00-583-9999)	\$13,906.25	
Memorial/Endow. (#42 Rec Sponsorships) (16-11-11-473-9999)		\$13,906.25

Purpose: The Polar Bear Plunge net proceeds will be held in the endowment fund for future special recreation scholarship and athletic needs.

Motion by President Johnson, seconded by Vice President Herrera-Giron, to approve the interfund transfers as presented. There was no discussion on this matter.

On the roll call, the vote was as follows:

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

Motion carried.

- H. Review Ordinance 20-05, an Ordinance Adopting the Combined FY2020-21 Annual Budget and Appropriation of Funds for the Fiscal Year Beginning May 1, 2020 and ending April 30, 2021.

Mr. Beckmann is presenting this ordinance for review. The public hearing notice will publish in the News Sun and the public hearing will be held.

- I. Motion to Approve Logo for the Rose Park Splash Park

Mr. Beverly presented the logo options and is recommending the first logo presented. The Board asked that the Waukegan Park District branding be added before approval.

- J. Motion to Approve Change Order for Rose Park Ticket Booth

Mr. Beverly presented the change order for the ticket booth and offered to answer any questions.

Motion by President Johnson, seconded by Commissioner Jones, to approve change order for Rose Park Ticket Booth, as presented.

There was no discussion on this matter.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

K. Motion to Approve Resolution 2020-14, Recognition of Marc Jones, for his service as President of the Board of Commissioners for 2 terms

President Johnson commended Commissioner Jones.

Motion by President Johnson, seconded by Vice President Herrera-Giron, to approve Resolution 2020-14, Recognition of Marc Jones, for his service as President of the Board of Commissioners for 2 terms, as presented.

Motion carried by voice vote.

Commissioner Bridges commended Commissioner Jones on his time in office, seconded by Mr. Lerner. Mr. Lerner reminded the board that Commissioner Jones' final "Park Happenings" would be on social media in a few days.

X. CLOSED SESSION

None.

XI. NEXT MEETING

Committee of the Whole Meeting, Tuesday, May 26 at 4:30 pm.

XII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Vice President Herrera-Giron shared a poem with the board. She thanked Commissioner Kilkelly for the nomination of President and congratulated President Johnson on his new position.

Commissioner Bridges stated that in the middle of a pandemic, this park district has done outstanding work. He has received compliments from residents for all of the work being done. Thank you to Marc Jones and looking forward to standing behind President Johnson, as the new leader.

Commissioner Kilkelly thanked staff for stepping up during this pandemic. She asked if the Lake County Workforce program would still continue. Mr. Beverly stated the program would happen, unless it was not allowed.

Commissioner Jones echoed the compliments to staff and noted that they are creative and dedicated in everything they do, making the boards' jobs easier. He thanked staff for being incredibly responsive and raising the bar in everything they do. Commissioner Jones has been humbled and privileged to be in the position of President during the last several years of evolution of the Park District.

President Johnson shared that he is extremely humbled and honored to be elected President and is looking forward to working with everyone even more than he has in the past. He looks forward to continuing on the tradition that has been laid before him.

XIII. ADJOURNMENT

There being no further business, President Johnson moved, seconded by Commissioner Jones to adjourn the meeting at 6:04 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

Mandi Florip
Secretary