

MINUTES OF SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Virtual Remote Meeting
TUESDAY, MAY 26, 2020 at 4:30
Public dial in provided

I. CALL TO ORDER

The meeting was called to order at 4:30pm.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Jeremiah Johnson

Treasurer George Bridges
Commissioner Marc Jones
Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

Vice President 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. PUBLIC COMMENT

Tony visited Bowen Park a few days ago and noticed a few cars by the baseball diamond doing
burnouts. He called the police to take care of the situation.

IV. ACKNOWLEDGEMENTS & PRESENTATIONS

President Johnson noted birthdays for Ms. Anderson, Treasurer Bridges, Attorney Florip,
Commissioner Kilkelly, and Ms. Sandine. Mr. MacLean recognized birthdays from the Parks
Department Jim Cooks, Tim Girmscheid, Lali Salinas, and Marvin Hickman.

V. REVIEW, DISCUSS, DECIDE

- A. Motion to Approve Policy 4.10.2, Families First Coronavirus Response Act (FFCRA)
Leave

Mr. Beckmann presented the expanded FMLA policy and noted that it complies with FFCRA. There
are now six qualifications that individuals can use for leave. He explained the employee-friendly
policy and staff recommends passage.

Motion by Commissioner Jones, seconded by President Johnson to approve Policy 4.10.2, Families First Coronavirus Response Act (FFCRA) Leave, as presented.

Commissioner Kilkelly asked if the regular FMLA policy is still in place. Mr. Beckmann affirmed. Commissioner Kilkelly asked for clarification about the practical implication of the expansion. Mr. Beckman explained that it is a case-by-case, blended approach for employees.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

B. Motion to Approve Agreement Between the Waukegan Park District and the Waukegan Historical Society for the Shared Rehabilitation and Use of the Carnegie Library

Mr. Lerner has been working on this agreement with Andrew Paine from Tressler for quite a while. Mr. Lerner reviewed the agreement with the board.

Motion by Commissioner Kilkelly, seconded by Commissioner Jones to approve Agreement Between the Waukegan Park District and the Waukegan Historical Society for the Shared Rehabilitation and Use of the Carnegie Library, as presented.

Commissioner Kilkelly asked for clarification about the conditions that need to be in place before the Park District takes ownership. Mr. Lerner stated that closing has been delayed due to COVID-19. Once a closing date is set, the City will clean out the building. Commissioner Jones commended Mr. Lerner on his negotiating tactics in securing this agreement.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

C. Motion to Approve Logo for the Rose Park Splash Park and Sprayground

Mr. Beverly presented the logo and recommended the second option for approval.

Motion by Commissioner Jones, seconded by President Johnson to Approve the Logo for the Rose Park Splash Park and Sprayground as presented.

There was no discussion.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

D. Motion to Approve the Purchase of Playground Equipment for Ben Diamond Park

Mr. MacLean stated that this is for the 2020 Ben Diamond Park. Staff is recommending the purchase of the equipment from --- in the amount of \$98,000.00. Mr. MacLean highlighted that the play pit is large enough that the Park District could incorporate a zip line.

Motion by President Johnson, seconded by Commissioner Kilkelly to Approve the Purchase of Playground Equipment for Ben Diamond Park, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

E. Motion to Approve a Resolution Approving the Terms and Authorizing the Execution of a Donation Agreement Between Waukegan Park District and The Links at Midlane Homeowners Association, Inc. for Certain Property Located at 3000 N. Southern Hills Drive and 3104 N. Augusta Drive, Waukegan, Illinois

Mr. Lerner presented the agreement to accept the two Midlane properties. This was delayed due to COVID-19. Midlane Homeowners Association will remove the equipment in the fall. Closing will be August-September. The Park District would put the playgrounds up in the fall or spring.

Motion by Treasurer Bridges, second by Commissioner Jones to approve a Resolution Approving the Terms and Authorizing the Execution of a Donation Agreement Between Waukegan Park District and The Links at Midlane Homeowners Association, Inc. for Certain Property Located at 3000 N. Southern Hills Drive and 3104 N. Augusta Drive, Waukegan, Illinois.

Commissioner Kilkelly confirmed that the location is a tot lot and asked if this was included in the Capital Improvement Plan. She also asked if there is a timeline. Mr. Lerner confirmed that this project is in the Capital Improvement Plan. No timeline is in place. Anticipated closing cost will be minimal.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

F. COVID 19 Waukegan Park District Update

Mr. Beverly announced that the Field House would be open on June 1st for one-on-one training, outdoor group classes, and youth fitness classes.

Mr. Mayfield stated that the summer camps will be modified to a summer fun club, which will meet the guidelines for the CDC, in regards to social distancing and capacity limits. They are planning to begin June 15th and offer 2-week sessions of 7am-6pm. They are working out the details for pick-up and drop-offs of the campers.

Commissioner Jones asked how many campers will be allowed. Mr. Mayfield explained that 56-72 kids would be allowed, depending on the format of the spacing.

Commissioner Kilkelly asked what normal capacity numbers are. Last year the Park District had 90 campers per week. Mr. Beverly noted that DCFS is recommending groups of 8 or smaller, which is more restrictive than the DECO guidance of 10 or less. Staff will be returning from last summer, as well as from the after-school program.

No field trips or swimming will be included in the camps.

Commissioner Kilkelly asked how water would be provided. Campers will be advised to bring their own water, but the Park District will have back up water, when necessary.

Mr. Bejster noted that as we move into Phase 3, the Park District will be following the strict guidelines. One-on-one personal training will be allowed. A personal training gym has been set up in the Field House gymnasium. The group exercise classes must take place outdoors and have 10 or less participants. A few youth fitness programs will be run and virtual programming will continue.

Commissioner Kilkelly asked about the pricing for group fitness classes. Mr. Bejster stated that with an active membership, the price is \$5, without, the price is \$10. Silver sneakers active members will still be considered active members for pricing.

Commissioner Jones asked what would be included in the personal training sessions.

Mr. Beckmann updated the board on golf. Foursomes will return and tee-times will be ten minutes apart, instead of fifteen. The Clubhouse will remain closed, but can open for outside dining. A beverage cart can be placed on the course.

VI. ANNOUNCEMENTS

None.

VII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Kilkelly participated in the virtual language on Friday. The instructors did a good job, although it is hard in a virtual setting. She commended staff on the work everyone is doing to make sure the Park District is inclusive. She wishes everyone well as we move forward.

Treasurer Bridges stated that he visited Greenshire and the course is awesome.

Commissioner Jones wished Ms. Sandine a happy birthday today and wished all May birthdays happy days. He noted that he is excited to see camps come back, as well as foursomes. He commended staff on all of the good work being done.

President Johnson noted that we will move forward in time, and have the right team to lead the way. He looks forward to seeing everyone in the board room again. Great job to staff and the board.

VIII. NEXT MEETING

- Tuesday, June 9, 2020, 4:30 pm – Board of Commissioners Meeting

IX. ADJOURNMENT

There being no further business, Commissioner Kilkelly moved, seconded by Commissioner Jones to adjourn the meeting at 5:15 p.m. The motion carried by a unanimous voice vote.

Respectfully submitted,

Mandi Florip
Secretary