

MINUTES OF SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Virtual Remote Meeting
TUESDAY, JUNE 23, 2020 at 4:30
Public dial in provided

I. CALL TO ORDER

The meeting was called to order at 4:30 pm. The meeting was held virtually, in compliance with SB 2135.

All commissioners verified their identity, and ability to hear and be heard, by stating their name and position.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Jeremiah Johnson
Vice President Jacqueline Herrera-Giron
Treasurer George Bridges
Commissioner Marc Jones
Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

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

None.

IV. ACKNOWLEDGEMENTS & PRESENTATIONS

None.

V. REVIEW, DISCUSS, DECIDE

- A. Motion to Approve Policy 4.36, Telecommuting

Mr. Beckmann presented the new telecommuting policy that staff is recommending.

Motion by Treasurer Bridges, seconded by Commissioner Kilkelly to approve Policy # 4.36, Telecommuting, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

B. Motion to Approve Bid for Ben Diamond Playground Installation

Mr. MacLean stated that this is a bid summary and that staff recommends acceptance of the low bid of \$35,340.00 from Great Lakes for the 2020 Ben Diamond playground equipment.

Motion by Treasurer Bridges, seconded by Commissioner Jones to approve Bid for Ben Diamond Playground Installation, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT:

Motion carried.

C. Motion to Approve OPW Fuel Management System

Staff recommends acceptance of this sole source contract to upgrade software for petroleum equipment at the rate of \$35,939.00.

Motion by Treasurer Bridges, seconded by Vice President Herrera-Giron, to Approve OPW Fuel Management System, as presented.

Commissioner Kilkelly asked if this is a replacement. Mr. Beckmann affirmed that it is a replacement software system to manage fuel. There is no maintenance on this, as the software will be compatible with our systems for many years into the future.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. COVID 19 Waukegan Park District Update

Mr. Beverly stated that phase 4 will begin on Friday. The Field House will reopen at 50% capacity, as well as the SportsPark.

Mr. Bejster noted that the Field House will reopen on Friday with capacity limits and new regulations. The aquatics center will continue with the same restrictions in place as there were for Phase 3. There are new cleaning and staffing demands that come with this reopening. Tomorrow they will release video and a press release with details for the public announcing the reopening of the Field House. The SportsPark will reopen with soccer and baseball this weekend.

Commissioner Kilkelly asked how the capacity limits would work and for an update on how the pool operations have been working. Pool feedback has been positive, with close to 200 time slots being reserved. With the facility reopening, additional time slots will be added.

Regarding capacity, they worked with fire code and analyzed numbers to comply with social distancing. Mr. Bejster provided numbers for capacity throughout the Field House. Mr. Beverly noted that they are following capacity limits for the SportsPark as well.

Commissioner Jones asked why the Park District is not checking temperatures of patrons, upon entry to the Field House. Mr. Bejster stated that staff would need to go within 6 feet to take temperatures and there are HIPAA concerns regarding temperature logs. Commissioner Jones stated that members would find confidence in seeing that temperatures were being checked upon entry. Mr. Beverly stated that this goes against PDRMA's advice and guidance.

Vice President Herrera-Giron asked what protective gear we have in place for Park District employees. Face masks are provided for employees who do not have them and gloves, when necessary.

The board discussed the pros and cons of temperature checks upon Field House entry.

Commissioner Kilkelly asked if group exercise lessons would be resuming. Mr. Bejster stated that non-aquatic lessons would be resuming.

Treasurer Bridges asked how capacity is being calculated and if extra cleaning of equipment will be utilized. Mr. Bejster explained that extra staff is in place to meet the new guidance requirements and staff will maintain counts.

VI. ANNOUNCEMENTS

Park Happenings will be filmed tomorrow, announcing the reopening guidelines. Mr. Mayfield updated the board about phase 4. Day camps will remain the same, with an increased staff to child ratio and limited water-based play activities. They continue to receive a high level of interest. Phase 4 will allow for more outdoor activities for the community. The Park District will be holding a virtual Fourth of July parade where community members submit shoeboxes for display.

Mr. Beckmann stated that two persons per cart will be allowed on the golf course. Determinations were made for the appropriate occupancy for indoor dining.

VII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Kilkelly is excited about the virtual parade. She asked if the Park District will be participating in the LGBTQ parade. Staff affirmed participation.

Commissioner Jones commended staff.

Treasurer Bridges had no comment.

Vice President Herrera-Giron stated that it was good to see everyone healthy and well. She wanted everyone to know that sharing opinions is in no way a remark against the good work of the park district.

President Johnson reminded the board that they would be filming the new Park Happenings tomorrow to let the public know how to resume attending Park District facilities.

VIII. NEXT MEETING

- Tuesday, July 14, 2020, 4:30 pm – Board of Commissioners Meeting – Board decided to remain virtual for an additional month.

IX. ADJOURNMENT

There being no further business, Vice President Bridges moved, seconded by Commissioner Jones, to adjourn the meeting at 5:33 p.m. The motion carried by a unanimous voice vote.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Respectfully submitted,

Mandi Florip
Secretary