

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
July 14, 2020
REMOTE VIRTUAL MEETING
Public Dial in and Access Code provided

I. CALL TO ORDER

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

The Consent Agenda Items which included the Minutes of the June 9, 2020 (Board of Commissioners Meeting), and June 23, 2020 (Special Board Meeting), Bills, Payroll, and Financial Statements.

Motion by Commissioner Jones, seconded by Treasurer Bridges, to approve the Consent Agenda Items as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

IV. PUBLIC COMMENT

Tony stated that the water faucet at Bowen Park is not on.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

Mr. Beverly presented Maria Contreras, the newest Park District employee.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and updated the board on a few items. The special recreation budget has been examined by Mr. Beckmann and there is just over \$600,000 that can be pulled out and used for special recreation. The park district is planning a cultural competence training with Rick Harris in September. Mr. Lerner offered to answer questions from the board regarding the King Park report.

Commissioner Bridges asked if Rick Harris would be willing to give a presentation to the board. Mr. Lerner affirmed.

Vice President Herrera-Giron asked about the status of discipline from CPMH. Attorney Florip stated that discipline had been handed down on June 19th.

B. Attorney Report: Attorney Florip reviewed the Park District bid documents and affirmed that all are legally compliant, however staff is recommending additional language regarding encouragement of minority-owned, local contractors and subcontractors.

C. Legislation/ IAPD Update: None.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. The AmeriCorps program has been cancelled due to COVID-19. This will be revisited next year. The SportsPark had their first tournament this weekend. The virtual Fourth of July parade was excellent.

Deputy Superintendent Reports: Mr. Bejster stated that swim lessons have begun with 48 participants. They will be kicking off tee ball next week at Ben Diamond Park. Staff has been busy working with tournament and rental groups to ensure that everyone is following guidelines. There have been three full weekends at the SportsPark. Numbers are continuing to grow at the Field House.

Commissioner Jones asked about the status of the Field House and attendance at the SportsPark. There have been approximately 600 cancellations because of COVID-19, dating back to the beginning of March.

Commissioner Kilkelly asked about the group exercise classes at the Field House. They are back and numbers have been lowered to 10 per class.

Treasurer Bridges asked about maintaining counts at the Field House. Mr. Bejster stated that there are gym attendants in the fitness center, gym, and pool area that perform hourly counts. Capacity has not been reached yet.

Vice President Herrera-Giron asked how the opening has gone. Staff has adapted as issues have arisen. Staff has continued to educate members about the proper wearing of face coverings.

Commissioner Kilkelly asked about the basketball courts and walking track. The walking track is open, but free walking is not yet opened. Basketball courts are open.

There is extra staff in the fitness center and an attendant in the front who performs wellness screenings prior to entrance.

Mr. Mayfield updated the board. The museum will open Monday-Friday, 10am-2pm. Art Parks has begun. Special Recreation has restarted with indoor programs. Camps are going well with a small increase in numbers.

D2. Parks: Mr. MacLean presented his report. Parks staff has done exceptionally well throughout the last two weeks of high temperatures. King Park mulch is in on the new playground and new fencing is going in today. As soon as this is complete, the playground will open.

Commissioner Kilkelly asked about drinking fountains. They are not operable yet, unless they are solely a bottle filler. Commissioner Kilkelly asked about the tree removal work. Mr. MacLean described which parks would be impacted by tree removal.

Treasurer Bridges stated that he has received concern from residents about excess water at the Yorkhouse property. Mr. MacLean stated that there is runoff that goes onto their property and has talked to the city about this issue. Treasurer Bridges would like the Park District to submit a formal letter to the city to show our due diligence. Mr. Lerner stated that the Park District can send a letter for record, but is confident that the site has not been changed to alter the drainage.

Commissioner Jones asked for clarification about the timing of the construction on Rose Park. We are still on schedule, but timing may have slowed. Mr. Lerner stated that the contractor had to wait for 3 months for the permit from IDPH, so this may be impacting the timing. Mr. Lerner suggested that the Board of Commissioners tour the Rose Park, in lieu of the next board meeting.

D3. Community Relations: Ms. Anderson presented her report. As of yesterday, the virtual Fourth of July parade had reached more than 17,000 people. Last month Ben and his team coordinated the two Rebuild Illinois grants, and he has been pursuing other grant opportunities. Website traffic has been high, a reflection of the public's trust in the Park District.

Commissioner Herrera-Giron asked if there is a way to track website visitors to see who uses the Spanish version. Ms. Anderson can provide data from Facebook and the website at the next meeting.

D4. Finance and Administration: Mr. Beckmann presented his report and stated that golf operations for June are at \$129,000, over budget.

Commissioner Kilkelly commended staff and the Park District on the numbers. She also asked if the park district receives reimbursement for payroll for being on hiatus during the height of the shutdown. The Park District is slated to receive CARES Act funding. Lost revenue will not be reimbursed.

President Johnson asked about the status of dining. It is down because we are unable to hold in-person banquets, but communications staff is working on a press release about GrubHub, UberEats, and Door Dash.

VII. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Hitchcock Design Group Proposal for Victory Park Design Development and Construction Phase Services

Staff recommends acceptance of the proposal from Hitchcock Design for Victory Park total are \$81,200.00. Negotiations resulted in a reduction of \$10,000.

Motion by President Johnson, Second by Commissioner Jones to approve Hitchcock Design Group Proposal for Victory Park Design Development and Construction Phase Services, 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 the Removal of Confidentiality from the April 7, 2020 and April 28, 2020 Closed Session Meeting Minutes

Motion by President Johnson, seconded by Treasurer Bridges, to approve the removal of confidentiality from the April 7, 2020 and April 28, 2020 Closed Session Meeting Minutes, as presented.

There was no discussion on this matter. On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Motion to Approve Juneteenth as Additional Holiday

Motion by President Johnson, seconded by Vice President Herrera-Giron, to approve Juneteenth as Additional Holiday.

Commissioner Kilkelly asked how this would impact the holiday schedule. Mr. Lerner stated that this would increase the number of holidays for staff. In the past several years, staff has been given one extra personal day, so the number of holidays would likely remain the same.

The board discussed the addition of the extra holiday and whether a vacation day needs to be removed.

Treasurer Bridges thanked staff and President Johnson for adding this holiday.

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. Rose Park Construction Update

This discussion occurred previously in the agenda. The Board decided to cancel the next meeting and schedule a tour of Rose Park.

E. Discussion on Adding Gates at Park Entrances

President Johnson asked that this be added to the agenda. Residents have had concerns mostly at Clearview and Bowen with noise complaints and patrons visiting parks after hours.

Treasurer Bridges stated that the City of Waukegan has had an issue with gates that were pressure sensitive, which would allow individuals to leave but not enter. Problems arise when individuals sit on the sensor to allow others to come in. He has also heard the complaints, but wants to discuss the impact to staff.

Mr. MacLean shared changes that staff has put in place at Clearview to address some complaints. Additional speed bumps were put in and car stops were put in the center of the parking lot. They are also looking at planting more trees. He is not in favor of gates. They are a tremendous amount of work for staff. Gates are approximately \$5,000/gate.

Mr. MacLean also shared research about parks across the country being similarity impacted. The research stated that when parks sit idle, incidents have a higher likelihood of occurring. As we reopen, the negative behavior will most likely disappear. He feels that these nuisances are temporary.

Mr. Lerner agreed that gates are not easy to manage, with so many variables. The police recommend not having gates. Staff has not had a lot of issues with security. Should security become a larger issue, it may be more beneficial to have a staff member devoted to security.

Vice President Herrera-Giron appreciated Mr. MacLean's research regarding similar incidents throughout the country. She does not think an increase in law enforcement should be the answer.

Ms. Anderson agreed with Mr. MacLean's research and stated that the parks should be kept open. She agrees that some of this will resolve.

Mr. Lerner suggested that the Board let the summer play out and revisit this issue at a later date.

VIII. CLOSED SESSION

None.

IX. ANNOUNCEMENTS

XII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Vice President Herrera-Giron shared that ICE has begun a citizenship academy, where citizens are trained to do citizen arrests, if someone looks undocumented. The release came out a few days ago and wants this to be on the park district's radar. She also thanked Mr. Lerner and Mr. MacLean for taking on extra work so openly.

XI. NEXT MEETING

No meeting on July 28th, instead the board can attend a Rose Park Project Site Tour at 4:30 pm.

XIII. ADJOURNMENT

There being no further business, Commissioner Jones moved, seconded by Treasurer Bridges to adjourn the meeting at 5:49 p.m.

There was no discussion on this matter. 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